

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID/Building: NY051 Date of Visit: 3/8/21 , 3/10/21

Contractor Personnel on Site:

1. Patrick Brown 3. _____
2. _____ 4. _____

Work Performed:

Preventive Maintenance - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. WO#'S , 11929 - 11932 , 12008 , 12009 , 12067 , 12068
2. - 12071 , 12215 , 12234 , 12036
3. ASSET#'S , 10035 , 10036 , 10066 , 10069 , 10046 ,
4. 190917-294 , 299 , 278 , 10073 , 10077 , 10080 ,
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Brown Date: 3/10/21

Signed: 

To be signed by Facility Manager:

By signing the Certification of Work, the said government representative signature does not constitute acceptance of any work performed by the contractor, it only acknowledges that the contractor was on-site during the identified timeline:

Print Name/Rank: SFC PATRIC HANLON Date: 3/10/21

Signed: 

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
DUCTLESS MINI SPLIT

SITE AND BLDG #: **NY051 BLDG1**sirnet room
LOCATION/RM #:WO# **12069** ASSET # **10046**MECHANIC
SIGNATURE:DATE: **3/8/21**START TIME: **11am**FINISH TIME: **11:30am**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	As needed, de-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Follow lock out/tag out procedures at all times.	✓		
TO BE PERFORMED AT E/CH INSPECTION SERVICE				
1	Check fan blades for dust buildup and clean if necessary.	✓		fan blades are clean
2	Check all electrical connections	✓		electrical connections are good
3	Check that the fan runs properly in all speeds as applicable.	✓		fan functions properly in all speeds
4	Check dampers and rotating auto diffusers for dirt accumulations, clean as necessary.	✓		all are clean
5	Check filter door for proper gasketing and air leaks. Correct as needed.	✓		No air leaks
6	Change or Clean filter as needed. Filters get checked quarterly.	✓		filters are good
7	Ensure condensate pump is working properly and that the drain lines are clear.	✓		drain lines are clear
8	Clean up work area.	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes: