

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

LIGHTING, OUTSIDE

SITE AND BLDG #: Alexandria. VA002


MECHANIC
SIGNATURE: 

DATE: 8/6/20

LOCATION/RM #: bldg. 2 WO#12505. ASSET # 1461

START TIME: 8:00.

FINISH TIME: 8:15

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|--|---|---------------|----|---|
| | | YES | NO | |
| SPECIAL INSTRUCTIONS | | | | |
| 1 | Schedule and coordinate work with operating personnel. | ✗ | | |
| 2 | Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. | ✗ | | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Inspect lighting contactor for pitting or arcing -report issues | ✗ | |  |
| 2 | Inspect visual condition of wiring. Look for evidence of overheating. | ✗ | | |
| 3 | Check for proper light operation. | ✗ | | |
| 4 | Test operation of automatic switches/ time clock/ photocells if applicable. | ✗ | | |
| 5 | Inspect light pole and mounting devices for deficiencies. | ✗ | | |
| 6 | For any noted deficiency, takes pictures and open corrective maintenance ticket. | ✗ | | |



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 discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes: