

## CERTIFICATION OF WORK PREVENTIVE MAINTENANCE

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

FACID/Building: NY013 Date of Visit: 2-21-19

Contractor Personnel on Site:

1. Patrick Brown
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Work Performed:

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

1. 2352QT, 2353QT, 2354QT, 2355QT, 2356QT, 2357QT
2. 2358QT, 2359QT, 2360QT, 2361QT
3. Refrigerator, Water heaters, Emergency Lighting
4. \_\_\_\_\_
5. \_\_\_\_\_

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## CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Brown Date: 2-21-19

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: Hutchins, Candi M. G59 Date: 20190221

Signed: 

E-Mail: candi.m.hutchins.civ@mail.mil

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**DOMESTIC HOT WATER HEATER - GAS**

SITE AND BLDG #: **NY013-02**MECHANIC  
SIGNATURE: DATE: **2-21-19**LOCATION/RM #: **Rm M103** WO# **2359** ASSET # **9261**START TIME: **10:30 am**FINISH TIME: **11: am**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
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.	✓		
3	Use caution when working with natural gas fired equipment. Be aware of any smells (rotten egg) that could be a natural gas leak.	✓		
4	Do not allow any open flames around equipment.	✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Attach drain hose. Drain several gallons from tank to remove sediment.	✓		<i>Drained for 2 min</i>
2	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	✓		<i>Safety <del>set</del> valve functional correctly</i>
3	Check all connections - electric, gas and water. Tighten as necessary.	✓		<i>all are tight</i>
4	Check operation and setting of aquastat. Check hot water temperature with dial thermometer, and set aquastat at minimum value required for all uses.	✓		
5	Drain storage and expansion tanks, and flush to remove sediment, scale, and solid at bottom of tank.		✓	<i>no storage or expansion tanks</i>
6	Clean sight glasses on tanks.	✓	✓	<i>no sight glass</i>
7	Clean strainer, check condition of traps. Report and repair leaks.	✓		<i>no lenses</i>
8	Clean pump, controls, switches, and starters. Check operation of pump and condition of pump seal or packing, and replace as required.		✓	<i>no pumps</i>
9	If applicable, Remove and inspect Anode, replace if necessary	✓	✓	<i>no anode</i>
10	Clean up work area and remove trash.	✓		

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:

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**EMERGENCY EXIT SIGNS AND WALL PACKS**

ACTIVITY AND BLDG #: **NY013-02**

LOCATION/RM #: **WO# 2360 ASSET # 9262**  
**2361 9263**

MECHANIC  
SIGNATURE:

DATE: **2-21-19**

START TIME: **11 am**

FINISH TIME: **11:30 am**

<b>CHECK POINT</b>	<b>CHECKPOINT DESCRIPTION</b>	<b>TASK COMPLETE</b>		<b>NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</b>
		<b>YES</b>	<b>NO</b>	
<b>SPECIAL INSTRUCTIONS</b>				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Inspect for structural defects, note needed repairs	✓		<i>no defects</i>
2	Push test buttons and observe light operation. Note any units that do not operate properly.	✓		<i>all work</i>
3	Clean exterior with dry cloth.	✓		
4	For Exit lights check for proper arrow direction.	✓		<i>arrow direction is proper</i>
5	Make and/or recommend any needed repairs.	✓		<i>no repairs needed</i>

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:**