

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

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

FACID/Building: NY035 Date of Visit: 2-12-19

Contractor Personnel on Site:

- |                         |          |
|-------------------------|----------|
| 1. <u>Patrick Brown</u> | 3. _____ |
| 2. _____                | 4. _____ |

**Work Performed:**

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

1. 2409QT, 2410QT, 2411QT, 2412QT, 2413QT, 2414QT,
2. 2415QT, 2495SA, 2496SA, 2497SA, 2498SA, 2416QT, 2499SA
3. Water heaters, Emergency lighting, Exit Signs, Circulating pumps,
4. Automated door systems, Intercom Video
5. \_\_\_\_\_

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Patrick Brown Date: 2-12-19

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: Douglas Rushlo Date: 2/12/19

Signed: \_\_\_\_\_

E-Mail: douglas.rushlo.dtr@mail.mil

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** **DOOR KEYPAD / CARD READER**

SITE AND BLDG #: **NY013-01**MECHANIC  
SIGNATURE: DATE: **2-6-19**

LOCATION/RM #:

WO# **2498**ASSET # **9857**START TIME: **11:30 am**FINISH TIME: **12:15 am**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS  (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
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.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	If applicable, test the controls for communications to the monitoring center. Inspect key pad for sticking keys and LED lights proper operation .	✓		No sticking keys could not test for communications - all phone lines have been removed
2	Check power supplies. Clean keys and pad with a quick dry electrical cleaner .Wipe unit down	✓		
3	Inspect and test the operation of device.-Observe unit in use	✓		unit is not in operation
4	Ensure proper protection of all visible wiring and conduits	✓		
5	Verify that no compromise to devices has occurred (compromise of devices could be from building alterations, partitions, furniture or other obstacles) Any deficiencies found open a CM work order in Maximo and quote will be provided for CM repairs .Notate in note Column	✓		No compromises found

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:**