

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

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

FACID/Building: _____ Date of Visit: _____

Contractor Personnel on Site:

- | | |
|----------|----------|
| 1. _____ | 3. _____ |
| 2. _____ | 4. _____ |

Work Performed:

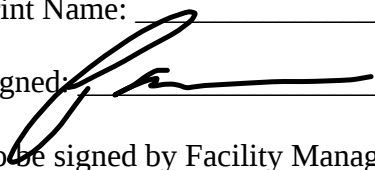
Preventive Maintenance - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. _____
2. _____
3. _____
4. _____
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: _____ Date: _____

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:

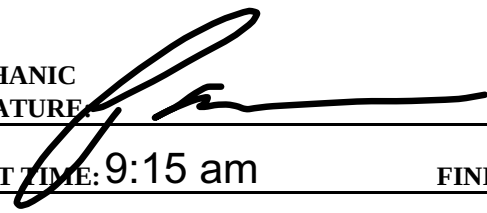
Print Name/Rank: Doug Rushlo Date: 3/8/19

Signed: _____

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

FURNACE

ACTIVITY AND BLDG #: **NY035-02**MECHANIC
SIGNATURE DATE: **3/8/19**LOCATION/RM #: _____ WO# **2652/3126** ASSET # **9867/9867**START TIME: **9:15 am**FINISH TIME: **10:00am**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Review manufacturer's instructions.	☒	☒	
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	Remove furnace ends and access panels if applicable.	☒	☒	
2	Check the fire box liner or refractory for cracks and leaks.	☒	☒	no cracks or leaks
3	Check smoke stack for obstructions, leaks, etc.	☒	☒	
4	Clean bottom of smoke stack (breaching).	☒	☒	
5	Clean all fans and motors.	☒	☒	
6	Check operation of controls and safeties.	☒	☒	operated correctly
7	Lubricate as required.	☒	☒	
8	Check and clean plenum (clean cooling coils and check for leaks, if	☒	☒	
9	Replace furnace and access panels ends if removed.	☒	☒	
10	Check all motors, belts, pulleys, shafts, etc. for alignment.	☒	☒	motor and pulleys are good
11	Treat all rusted areas with rust inhibitor and touch up paint.	☒	☒	no rust or areas that need to be touched up
12	Remove lock outs and tags. Restore fuel and power supply.	☒	☒	

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: HVAC Technician

Additional Notes: