

**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: _____ Date: _____

Signed:  _____

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

VEHICLE EXHAUST REMOVAL

SITE AND BLDG #: NY035-02

MECHANIC
SIGNATURE: 

DATE: 6/7/19

LOCATION/RM #: WO# 3907 ASSET # 9889

START TIME: 10am

FINISH TIME: 10:15am

| 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. | ✓ | | |
| 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 | Start and stop fan with local switch | ✓ | | switch functions properly |
| 2 | Check motor and fan shaft bearings for noise, vibraton, overheating; lubricate bearings. | ✓ | | used Lucas heavy duty Grease |
| 3 | Inspect, adjust belts and pulleys. Replace belt as needed. | ✓ | | belts are good |
| 4 | Clean dampers; lubricate pivot points (annually) and inspect linkages for tightness. | ✓ | | all are good |
| 5 | Inspect fan for bent blades, unbalance, excessive noise and vibration. | ✓ | | no bent blades excessive noise or vibration |
| 6 | Clean fan as needed. | ✓ | | fan is clean |
| 7 | Visually inspect exhaust system tubing and/or duct work for any damage that could result in leaks. | ✓ | | no damage or leaks |
| 8 | Repair as needed | | ✓ | no repairs needed |

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: