

**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 **EXHAUST FANS**

SITE AND BLDG #: PA118-01

MECHANIC
SIGNATURE: DATE: 6/18/19
6/7/19LOCATION/RM #: WO# 9184 ASSET # See
Below

START TIME: 7 AM

FINISH TIME: 5 PM

| 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. | X | | |
| 2 | Schedule shutdown with operating personnel, as needed. | X | | |
| 3 | 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 | Clean unit, especially fan blades. | ✗ | | |
| 2 | Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets. | X | | |
| 3 | Perform required lubrication and remove old or excess lubricant. | ✗ | | |
| 4 | Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow. | X | | |
| 5 | Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight. | ✓ | | |
| 6 | Start unit and check for vibration and noise. | ✗ | | |
| 7 | Remove all trash and debris. | X | | |

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:

Asset # 3466, 3467, 3503, 3504, 3522, 3523, 3524, 3525, 3597, 3650

BATHROOMS & OFFICE EXHAUST ARE 1 EXHAUST FAN. CONTROL RELAY NOT ENERGIZING. BIO BATTERY ROOM FAN IS CAPPED OFF NOT IN USE. CLONING ROOM FAN IS BROKE. FIREPUMP ROOM EXHAUST FAN IS BROKE ALSO. STEAM GENERATOR ROOM WORKS BUT, HAS A GRAVITY VENT BOILER. NO COMBUSTION AIR. WHEN DOORS ARE CLOSED FIVE DOESNT DRAFT. THERE IS A DAMPER IN THE WALL. THE DAMPER HAS NO ACTUATOR MOTOR TO DRIVE IT OPEN. POTENTIAL CO2 POISONING. 10 ASSET FAN #S FOUND
VACUUM PUMP FAN OVERHEAD RAD TUBE HEAT IS TRIPPING OVERLOAD IT IS WIRED 110 VOLT & CAN BE WIRED 220 VOLT. THIS WOULD HELP

✓ \ L

7AM

DATE: 6/7/19
SH TIME: 5pm

START TIME:**FINISH TIME:**

| | | |
|----------------|----------|--------------|
| LOCATION/RM #: | WO# 9184 | ASSET # 3710 |
| | 9265 | 4971, 4972 |

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.

Additional Notes:

BK

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST TANKS, WATER STORAGE

SITE AND BLDG #: PA118-01

MECHANIC
SIGNATURE: 

DATE: 6/7/18

LOCATION/RM #: WO# 9184 ASSET # 7278
7282

START TIME: 7 AM

FINISH TIME: 5 PM

| 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. | X | | |
| 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. | X | | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Examine exterior of tank including fittings, manholes, and handholes for leaks, signs of corrosion, and correct as indicated. | X | | |
| 2 | Inspect structural supports and repair or replace damaged insulation or covering. If insulation contains asbestos and is damaged or eroded, it is considered a hazardous waste. | X | | |
| 3 | Clean, test and inspect sight glasses, valves, fittings, drains, and controls. | X | | |
| 4 | Clean up work site. | X | | |

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:

COULDN'T EXERCISE 1 VALVE 3 OPENED

BK

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

WASH RACK

SITE AND BLDG #: PA118-01

MECHANIC
SIGNATURE: 

DATE: 6/7/19

LOCATION/RM #: WO# 9184 ASSET # 7281

START TIME: 7 AM

FINISH TIME: 5 PM

| 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. | X | | |
| 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. | X | | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Ensure the wash rack is operating properly and is free of abstractions and/or damage. | X | | |
| 2 | Damaged wash racks should be repaired as necessary to maintain their effectiveness. | X | | |
| 3 | Clean and/or remove debris/sediment accumulation as necessary. | X | | |

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:

BK