

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

SITE AND BLDG #: WV005-02

**MECHANIC
SIGNATURE:**

Andy Bird

DATE:

12-17-18

LOCATION/RM #:

START TIME:

7am

FINISH TIME:

3:30pm

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV005-02	6487	7444	PM-MO-7444	<i>N/A</i>			J-1502000-45 3-pc Double Light, Pole Mounted Aluminum	<i>Motor Pool</i>
WV005-02	6487	7474	PM-MO-7444	<i>N/A</i>			J-1502000-45 9-pc Flood Light, Pole Mounted Aluminum	<i>Motor Pool</i>

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	Schedule and coordinate work with operating personnel.			
3	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.			
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Open and tag switch.	/		
2	Inspect visual condition of wiring. Look for evidence of overheating.			
3	Check for proper light operation.			
4	Test operation of automatic switches/ time clock/ photocells if applicable.			
5	Inspect light pole and mounting devices for deficiencies.			

6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	↑		
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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:**



Main entrance light
is open. Also
trees need trimmed
around
several lights.