

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

SITE AND BLDG #: WV029-02

MECHANIC
SIGNATURE:

DATE: 5/21/19

LOCATION/RM #:

START TIME: 2PM

FINISH TIME: 3:30PM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV029-02	8594	7464	PM-MO-7464	N/A	N/A	N/A	J-1502000-45 5-pc Flood Light, Pole Mounted	Motor Pool

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
		YES	NO	SPECIAL INSTRUCTIONS	
TO BE PERFORMED AT EACH INSPECTION SERVICE					
1	Open and tag switch.		✓	No ACCESS	
2	Inspect visual condition of wiring. Look for evidence of overheating.		✓	No ACCESS	
3	Check for proper light operation.		✓	N/A	
4	Test operation of automatic switches/ time clock/ photocells if applicable.		✓	N/A	
5	Inspect light pole and mounting devices for deficiencies.	✓			
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	✓			

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:**

