PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

SITE AND BLDG #: _KY024-356_   MECHANIC SIGNATURE: _William's_   DATE: _7/8/2015_

LOCATION/RM #: _A4_   WO# _4580_ ASSET # _5755_   START TIME: FINISH TIME:

CHECK POINT	CHECKPOINT DESCRIPTION	SPECIAL INSTRUCTIONS	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
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 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	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.				

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:

Williams W.O #

KY024-5755- 4580 - 2 lights out