

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

MECHANIC
 SIGNATURE: *John Doe*

SITE AND BLDG #: NY024-228 DATE: 3/13/2020

LOCATION/RM #: _____ WO# _____ ASSET #: _____ START TIME: _____ FINISH TIME: _____

ITEM	DESCRIPTION	NOTES	PERFORMED	NOT PERFORMED
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.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Schedule and coordinate work with operating personnel.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
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.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Open and tag switch.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Inspect visual condition of wiring. Look for evidence of overheating.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Check for proper light operation.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Test operation of automatic switches/ time clock/ photocells if applicable.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Inspect light pole and mounting devices for deficiencies.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	For any noted deficiency, takes pictures and open corrective maintenance ticket.		<input checked="" type="checkbox"/>	<input type="checkbox"/>

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 # - WO#

*PM-10-3692 - 7454
 5PC DOUBLE west soccer pole - ok
 5PC single light soccer pole - light out*