

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST LIGHTING, OUTSIDE

SITE AND BLDG #: 4-7050 MECHANIC SIGNATURE: [Signature] DATE: 3/20/2019

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

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		SPECIAL INSTRUCTIONS	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE EXPLANATION)
		YES	NO		
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.	☒	☐		Light ok - continue party
5	Inspect light pole and mounting devices for deficiencies.	☒	☐		
6	For any noted deficiency, take 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:

WO# ASSET #
2666 — PM-NO-10019-DOUBLE LIGHT
2668 — PM-NO-10020-DOUBLE LIGHT