

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

LIGHTING, OUTSIDE

SITE AND BLDG #: NY128 - 01 Motor Pool

MECHANIC SIGNATURE: *Christopher N Pothier* **DATE:** 3 - 20 - 19

LOCATION/RM #: Outside **WO#** 2697 **ASSET #** 10855

START TIME: **FINISH TIME:**

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.	X		
2	Schedule and coordinate work with operating personnel.	X		
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.	X		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Open and tag switch.			
2	Inspect visual condition of wiring. Look for evidence of overheating.	X		
3	Check for proper light operation.	X		they do not operate properly
4	Test operation of automatic switches/ time clock/ photocells if applicable.	X		did not come on when dark
5	Inspect light pole and mounting devices for deficiencies.	X		Light # 6 is broken off at the top, light is on the ground
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.		X	Forgot to take picture, can send next week

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:

None of the lights come on when dark

Light # 6, middle row in the back, is completely detached from the pole. It is sitting on the ground next to the pole.