

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
EMERGENCY EXIT SIGNS AND WALL PACKS

ACTIVITY AND BLDG #: NY001 - 02 **Motor Pool**

MECHANIC
SIGNATURE: Christopher N Pothier **DATE:** 5 - 7 - 19

LOCATION/RM #: Garage **WO#** 3576 **ASSET #** 9084

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		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Inspect for structural defects, note needed repairs	X		
2	Push test buttons and observe light operation. Note any units that do not operate properly.	X		Neither of these units function
3	Clean exterior with dry cloth.	X		
4	For Exit lights check for proper arrow direction.	X		
5	Make and/or recommend any needed repairs.	X		Both need new batteries

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: