

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST LIGHTING, OUTSIDE

SITE AND BLDG #: 47024-208 MECHANIC SIGNATURE: William DATE: 5/8/2019

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

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETED		NOTES/ACTIONS	
		YES	NO	(IF TASK COMPLETED 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.	☒	☐		
4	Open and tag switch.	☒	☐	Asset # 9692 - same	
5	Inspect visual condition of wiring. Look for evidence of overheating.	☒	☐	P.O. workers	
6	Check for proper light operation.	☒	☐	They aware of it.	
7	Test operation of automatic switches/ time clock/ photocells if applicable.	☒	☐		
8	Inspect light pole and mounting devices for deficiencies.	☒	☐		
9	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 description of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes:

W.O #3444 - ASSET # PM - MO - 9690 - 4 pc single light
W.O #3445 - ASSET # PM - MO - 9691 - 3 pc double light
W.O #3446 - ASSET # PM - MO - 9692 - 5 pc single light sovr panel.