

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**EMERGENCY EXIT SIGNS AND WALL PACKS**

ACTIVITY AND BLDG #: NY001 - 01      Main Building

MECHANIC

SIGNATURE: *Christopher N Pothier* DATE: 11 - 19 - 19

LOCATION/RM #: Multiple    WO# 5880    ASSET # 9073

START TIME:

FINISH TIME:

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
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		See Notes
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		See Notes

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:** There is one unit by the main entrance that does not function at all, the rest function normally.

I do not know if they want this repaired as this building is not in use.