

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

SITE AND BLDG #:	NY128 - 01	Main Building	MECHANIC SIGNATURE: <i>Christopher N Pothier</i>
LOCATION/RM #:	Outside	WO# 5756 ASSET # 10855	DATE: 11 - 26 - 19
		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.	X		
2	Inspect visual condition of wiring. Look for evidence of overheating.	X		
3	Check for proper light operation.	X		See Notes
4	Test operation of automatic switches/ time clock/ photocells if applicable.	X		
5	Inspect light pole and mounting devices for deficiencies.	X		See Notes
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	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: Light # 6 is broken off at the top, light is on the ground. This is a known issue.

Work is being done to fix the issues with the outdoor lighting currently.