

## July checklist 2023

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

ACTIVITY AND BLDG #:	ny011	23290	0921-30	MECHANIC SIGNATURE:	Ramon V	DATE:	7-17-2023
		23291	0921-31				
LOCATION/RM #:	WO#	23292	ASSET #	0921-32	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.					
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>						
1	Inspect for structural defects, note needed repairs					
2	Push test buttons and observe light operation. Note any units that do not operate properly.					
3	Clean exterior with dry cloth.					
4	For Exit lights check for proper arrow direction.					
5	Make and/or recommend any needed repairs.					

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:**