

## February checklist 2022

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
EMERGENCY EXIT SIGNS AND WALL PACKS

ACTIVITY AND BLDG #: ny024

MECHANIC  
SIGNATURE: Ramon V

DATE: 2-9-2022

LOCATION/RM #: WO# 16168 ASSET # 9760

START TIME:

FINISH TIME:

| CHECK POINT                                | CHECKPOINT DESCRIPTION   | TASK COMPLETE |    | NOTES/ ACTIONS<br>(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. | ✓             |    |   |
| TO BE PERFORMED AT EACH INSPECTION SERVICE |  |               |    |   |
| 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.   | ✓             |    | clean exit fixtures   |
| 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:**