






## 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><small>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</small> |
|--|--|--|----|--|
|  |  | 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 discription of the deficiency.

To be performed by: General Maintenance Worker

**Additional Notes:**