

# July checklist 2021

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### PLUMBING FIXTURES

SITE AND BLDG #:	ny024-358	13765	9795	MECHANIC SIGNATURE:	Ramon V	DATE:	7-8-2021
		13767	9797				
		13768	9798				
LOCATION/RM #:	WO#	13769	ASSET # 9799	START TIME:	FINISH TIME:		

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)		
		YES	NO	SPECIAL INSTRUCTIONS		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>						
1	SINKS - Operate faucets, inspect for leaks, replace washers/"O" rings as necessary. Observe drain flow, clean trap if obstructed. Replace filter as needed.	✓			ok	
2	SHOWER HEADS, MIXING VALVES - Check shower for damaged, missing, or leaking heads; replace as required. Check mixing valves for damaged or missing parts; replace washers as needed.	✓			<b>clean shower head and replace (2) bulbs</b>	
3	SHOWER STALLS - Check for leaks, cracks, significant wear or vandalism.	✓				
4	TOILETS - Flush and adjust water flow if required. Inspect for leaks, missing or damaged parts/caps, seat supports, and replace.	✓			<b>retighten toilet seat</b>	
5	URINALS - Flush and adjust water flow if required. Inspect for leaks, missing or damaged parts/caps and replace.	✓			ok	
6	OTHER MISCELLANEOUS FIXTURES - Clean and inspect for any damage. Check for leaks, missing or damaged parts, caps, etc. Replace as needed.	✓				

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:**