

## October checklists 2020

### PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST LIGHTING, OUTSIDE

**SITE AND BLDG #:** ny116-01

**MECHANIC** Ramon V  
**SIGNATURE:**

**DATE:** 10-16-2020

**LOCATION/RM #:**

**WO#** 10329

**ASSET #** 10749

**START TIME:**

**FINISH TIME:**

| CHECK POINT                                       | CHECKPOINT DESCRIPTION   | TASK COMPLETE |    | NOTES/ ACTIONS<br>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|---|--|---------------|----|---|
|   |  | YES           | NO |   |
| <b>SPECIAL INSTRUCTIONS</b>                       |  |               |    |   |
| 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. | ✓             |    |   |
| 2   | Schedule and coordinate work with operating personnel.   | ✓             |    |   |
| 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.                      | ✓             |    |   |
| <b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b> |  |               |    |   |
| 1   | Open and tag switch.   | ✓             |    |   |
| 2   | Inspect visual condition of wiring. Look for evidence of overheating.  | ✓             |    |   |
| 3   | Check for proper light operation.  | ✓             |    | light ok  |
| 4   | Test operation of automatic switches/ time clock/ photocells if applicable.  | ✓             |    |   |
| 5   | Inspect light pole and mounting devices for deficiencies.  | ✓             |    |   |
| 6   | For any noted deficiency, takes pictures and open corrective maintenance ticket.   | ✓             |    |   |

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:**