

## May checklist 2023

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
LIGHTING, OUTSIDE

SITE AND BLDG #:	ny116	21897	1L-62	MECHANIC SIGNATURE:	Ramon V
		21898	1L-63		
LOCATION/RM #:	WO#	21899	ASSET #	START TIME:	FINISH TIME:
			1L-64		

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>Asset 1L-64 MISSING ASSET NO BLDG#4</b>		
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.	✓				
TO BE PERFORMED AT EACH INSPECTION SERVICE						
1	Open and tag switch.	✓				
2	Inspect visual condition of wiring. Look for evidence of overheating.	✓				
3	Check for proper light operation.	✓				
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:**