

Lighting PM Checklist

Actions and activities recommended in this guide should only be attempted by trained and certified personnel. If such personnel are not available, the actions recommended here should not be initiated. Frequencies indicated are based on a comparison of intervals from various industry sources and are provided solely for planning purposes.

Task ID	Task Name	Task Text	Frequency	Daily	Weekly	Monthly	Quarterly	Semi-Annually	Annually
LTG-001	Lighting system use/sequencing	Turn off/sequence unnecessary lighting systems.	Daily	X					
LTG-002	Use daylighting	Make use of daylighting where possible.	Daily	X					
LTG-003	Task lighting	Highlight the importance and efficiency of task lighting.	Daily	X					
LTG-004	Exit lighting inspection	Check all exit lighting for proper installation and function.	Daily	X					
LTG-005	Interior lighting inspection	Check all interior lighting for proper installation and function. Check adjustable lighting for correct aim. Burned out or failing lamps can cause ballast damage. Flickering lights may cause health issues.	Weekly		X				
LTG-006	view additional <u>PM Checklists - Preventive Maintenance for Major Equipment, HVAC, and Building Maintenance</u> on our website.		Weekly		X				
LTG-007			Weekly		X				
LTG-008			Monthly			X			
LTG-009			Monthly			X			
LTG-010			Monthly			X			
LTG-011			Semi-Annually					X	
LTG-012			Semi-Annually					X	
LTG-013			Semi-Annually					X	
LTG-014			Semi-Annually					X	
LTG-015			Semi-Annually					X	
LTG-016			Semi-Annually					X	

Only 5 of 16 displayed in this sample.
 Purchase required for the complete set.
www.industrydocs.org