

DAILY PREVENTATIVE MAINTENANCE ACTIVITIES

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Review work orders																															
Ensure corridors and exits are clear and unobstructed																															
Check fire alarm panel for (green light) for proper operation																															
Remove lint from clothes dryer screen																															
Check refrigerator and freezer temperatures																															
Check room temperatures for comfort																															
Housekeeping Tasks																															
Empty trash daily																															
Remove snow from all exits and sidewalks out to the street or parking lot																															

02/07/18

Ensure power is disconnected from equipment prior to inspection and service.
 This list is for example only and shall not be construed as encompassing all required preventative maintenance activities.