PREVENTIVE MAINTENANCE CONTROL GSA FORM 1738

Solicitation OPM-RFP-00-00934HLW

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Figure 2-9.1. GSA Form 1738, Preventive Maintenance Control

CONIKUL	CARDS - FLOW CHA	RT			
BUILDINGS MANAGER	SHOP SUPERVISOR	MECHANIC			
B. Reviews the completed control cards to the beginning of the month. B. Reviews the completed control cards to determine if the schedule is being maintained. B. Investigates variances and discrepancies. Spot checks the PM work reported as completed. B. Investigates variances and discrepancies. Spot checks the PM work reported as completed.		3. After the work is completed the person performing it indicates on the control care the actual time that was used, date of completion and his/her initials. If the equipment is in need of repairs the deficiency should be reported and "yes" inserted in the "report" column. If no deficiency is reported "no" should be indicated. 4. The control card is then returned to the shop supervisor.			

Figure 2-9.2. Control Flow Chart