

# EXAMPLE DAILY MAINTENANCE CHECKLIST

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Week Commencing: \_\_\_\_\_

Inspection Carried Out By \_\_\_\_\_

		Defect	Action	Initial
<b>MONDAY</b>	All fire exits checked clear/panic and exit doors operational			
	All emergency exits signs and emergency lights operational			
	Common areas and corridors checked			
	Tenants displays safe			
	Casual Leasing displays safe			
	Vacant Trestle Tables and displays			
	Centre Lighting (mall-c/parks-signage)			
	Entry Mats			
	Damaged floor tiles etc			
	Toilet - defects etc			
	Graffiti - Paint (external, internal)			
	Fire service (smoke detectors - fire pump - etc)			
	Water leaks (roof - drains etc)			
	Compactor/loading docks			
<b>TUESDAY</b>	Trolley bays			
	Carparks safe			
	All fire exits checked clear/panic and exit doors operational			
	All emergency exits signs and emergency lights operational			
	Common areas and corridors checked			
	Tenants displays safe			
	Casual Leasing displays safe			
	Vacant Trestle Tables and displays			
	Centre Lighting (mall-c/parks-signage)			
	Entry Mats			
	Damaged floor tiles etc			
	Toilet - defects etc			
	Graffiti - Paint (external, internal)			
	Fire service (smoke detectors - fire pump - etc)			
	Water leaks (roof - drains etc)			
<b>WEDNESDAY</b>	Compactor/loading docks			
	Trolley bays			
	Carparks safe			
	All fire exits checked clear/panic and exit doors operational			

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# Mechanical Preventive Maintenance Checklist

**Jianjun Gao**



## **Mechanical Preventive Maintenance Checklist:**

The Top Books of the Year Mechanical Preventive Maintenance Checklist The year 2023 has witnessed a remarkable surge in literary brilliance, with numerous captivating novels captivating the hearts of readers worldwide. Lets delve into the realm of bestselling books, exploring the fascinating narratives that have charmed audiences this year. Mechanical Preventive Maintenance Checklist : Colleen Hoover's "It Ends with Us" This touching tale of love, loss, and resilience has gripped readers with its raw and emotional exploration of domestic abuse. Hoover skillfully weaves a story of hope and healing, reminding us that even in the darkest of times, the human spirit can succeed. Uncover the Best : Taylor Jenkins Reids "The Seven Husbands of Evelyn Hugo" This spellbinding historical fiction novel unravels the life of Evelyn Hugo, a Hollywood icon who defies expectations and societal norms to pursue her dreams. Reids captivating storytelling and compelling characters transport readers to a bygone era, immersing them in a world of glamour, ambition, and self-discovery. Mechanical Preventive Maintenance Checklist : Delia Owens "Where the Crawdads Sing" This mesmerizing coming-of-age story follows Kya Clark, a young woman who grows up alone in the marshes of North Carolina. Owens weaves a tale of resilience, survival, and the transformative power of nature, entrancing readers with its evocative prose and mesmerizing setting. These top-selling novels represent just a fraction of the literary treasures that have emerged in 2023. Whether you seek tales of romance, adventure, or personal growth, the world of literature offers an abundance of compelling stories waiting to be discovered. The novel begins with Richard Papen, a bright but troubled young man, arriving at Hampden College. Richard is immediately drawn to the group of students who call themselves the Classics Club. The club is led by Henry Winter, a brilliant and charismatic young man. Henry is obsessed with Greek mythology and philosophy, and he quickly draws Richard into his world. The other members of the Classics Club are equally as fascinating. Bunny Corcoran is a wealthy and spoiled young man who is always looking for a good time. Charles Tavis is a quiet and reserved young man who is deeply in love with Henry. Camilla Macaulay is a beautiful and intelligent young woman who is drawn to the power and danger of the Classics Club. The students are all deeply in love with Morrow, and they are willing to do anything to please him. Morrow is a complex and mysterious figure, and he seems to be manipulating the students for his own purposes. As the students become more involved with Morrow, they begin to commit increasingly dangerous acts. The Secret History is a brilliant and thrilling novel that will keep you wondering until the very end. The novel is a warning tale about the dangers of obsession and the power of evil.

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