

MAINTENANCE SERVICES

PREVENTIVE MAINTENANCE: CARPENTERS

WESTERN MICHIGAN UNIVERSITY



Description	Shift	Frequency	Area
1. Handrails Inspections <i>Check handrail safety to ensure they are securely attached</i>	1	3 Months-1 Year	SDA, Elmwood, Goldsworth Valley
2. External Doors <i>Inspect frames, fasteners, weather strips, hinges, kickplates, locks</i>	2	Yearly	AE/GF
3. Visual Building Inspection <i>Inspect and write report for all building interior repairs</i>	2	6 Months-1 Year	AE/GF
4. Special Event Building Inspection <i>Inspect and repair building aesthetics</i>	1	Various	AE/GF