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| **Programa de Manutenção Preventiva** |
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| **Instalação Elétrica** |

Legenda : 🌕 planejado ● verificado █ verificado e necessita de reparos Ө verificado e corrigido

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| Item | **Quadro Geral** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Capacidade da Instalação (amperagem) | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Capacidade de aterragem | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Aquecimento ou desarmamento de disjuntores | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Condição física da fiação | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Identificação das redes instaladas | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Fixação de peças parafusadas | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Verificação de vida útil dos disjuntores |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |

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| Item | **Interruptores** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Teste funcionamento  (liga / desliga) | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Teste de amperagem e aquecimento | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Fixação | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |

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| Item | **Tomadas** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Teste de funcionamento | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Capacidade da Instalação (amperagem dos aparelhos ligados) | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Indicação de voltagem e tipo de equipamento a ser ligado | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Fixação | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |

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| Item | **Pontos de Luz / Luminárias** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Teste de funcionamento | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Teste das luzes de emergência | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Iluminação do ambiente | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Fixação | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |

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| **Instalação Hidráulica** |

Legenda : 🌕 planejado ● verificado █ verificado e necessita de reparos Ө verificado e corrigido

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| Item | **Torneiras** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Correto funcionamento (abrir e fechar) | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Ausência de vazamentos | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Fixação | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Limpeza | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |

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| Item | **Louças Sanitárias** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Correto funcionamento | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Ausência de vazamentos | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Escoamento para esgoto | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Fixação | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Limpeza | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |

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| Item | **Bebedouros** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Correto funcionamento | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Ausência de vazamentos | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Limpeza | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Desobstrução da tubulação interna | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |

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| Item | **Caixas D’Água** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Ausência de vazamentos | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Limpeza |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |
| Tampa instalada corretamente | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Funcionamento do sistema de bombas | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Quadro elétrico de automação das bombas | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |

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| Item | **Caixas de Gordura** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Ausência de vazamentos | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Limpeza |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |
| Tampa instalada corretamente | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |

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| Item | **Registros** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Correto funcionamento (abrir e fechar) |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |
| Ausência de vazamentos |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |
| Limpeza |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |

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| Item | **Paredes, forros e pisos por onde passa a tubulação** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Ausência de vazamentos |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |
| Presença de infiltração |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |
| Limpeza (forros) |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |  | 🌕 |  |

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| **Instalação Telefônica** |

Legenda : 🌕 planejado ● verificado █ verificado e necessita de reparos Ө verificado e corrigido

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| Item | **Caixas de distribuição** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Instalação dos componentes | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Identificação das linhas instaladas | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Ausência de Interferências ou ruídos | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Fixação | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Limpeza | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |

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| Item | **Pontos de Telefone (plugs)** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Ausência de Interferências ou ruídos | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Fixação | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Limpeza | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |

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| **Ar condicionado** |

Legenda : 🌕 planejado ● verificado █ verificado e necessita de reparos Ө verificado e corrigido

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| Item | **Caixas de distribuição** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Instalação dos componentes | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Teste de Consumo (amperagem)[[1]](#footnote-1) | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Fixação | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Limpeza | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |

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| Item | **Filtros** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Instalação correta | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Fixação | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Limpeza | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |

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| Item | **Tubulação (ar split e dutos)** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Fixação | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |
| Limpeza | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |  |

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| **Edifício** |

Legenda : 🌕 planejado ● verificado █ verificado e necessita de reparos Ө verificado e corrigido

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| Item | **Pintura interna** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Ausência de trincas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Ausência de bolhas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Ausência de manchas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Ausência de mofo e descascamento |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Cor uniforme em todo ambiente |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |

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| Item | **Pintura externa** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Ausência de trincas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Ausência de bolhas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Ausência de manchas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Ausência de mofo e descascamento |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Cor uniforme em toda a fachada |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Ausência de pixações | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |

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| Item | **Revestimento Cerâmico** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Ausência de peças trincadas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Ausência de peças manchadas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Cor uniforme e preenchimento de todas as juntas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Ausência de peças soltas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |

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| Item | **Revestimento de Pedras Naturais** (mármore, granito e outros) | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Ausência de peças trincadas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Ausência de peças manchadas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Cor uniforme e preenchimento de todas as juntas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |
| Ausência de peças soltas |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |

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| Item | **Vidros** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Ausência de trincas | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Ausência de rachaduras | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Ausência riscos | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Vedação |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |

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| Item | **Portas** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Funcionamento  (abrir e fechar) |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Funcionamento da maçaneta |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Funcionamento das chaves |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Ajuste das molas de fechamento automático |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Limpeza das molas de fechamento automático |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Vedação |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |

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| Item | **Portões** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Funcionamento  (abrir e fechar) |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Funcionamento da maçaneta |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Funcionamento das chaves |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Ajuste das molas de fechamento automático |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Limpeza das molas de fechamento automático |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Colocação de graxa nas rodas e nos trilhos de passagem |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |
| Fixação das colunas de sustentação do gradil |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| Item | **Esquadrias** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Funcionamento  (abrir e fechar) |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Funcionamento da maçaneta |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Ausência de manchas, riscos ou amassados |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Funcionamento das chaves |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |
| Vedação |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |

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| Item | **Pisos flutuantes** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Posicionamento e fixação das peças |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |
| Nivelamento |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |
| Ausência de depressões |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |
| Funcionamento das tampas |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  | 🌕 |  |
| Desgaste das junções |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |
| Limpeza do interior do Piso |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |
| Fixação dos rodapés |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |

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| Item | **Pisos** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Fixação das peças |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |
| Nivelamento |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |
| Ausência de depressões |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |
| Fixação dos rodapés |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |

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| Item | **Forros** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Fixação das placas |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |
| Nivelamento |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |
| Ausência de depressões |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |
| Fixação dos trilhos |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |
| Limpeza do interior do forro |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |

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| Item | **Telhado** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Fixação das telhas |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |
| Nivelamento |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |
| Limpeza |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |
| Limpeza das calhas e caixas de escoamento |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |

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| Item | **Extintores** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Sinalização | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Validade da carga |  |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |  |
| Validade do tambor |  |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |  |

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| Item | **Sistema de combate a incêndio e pânico** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Teste de funcionamento do registro e outros componentes |  |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |  |
| Validade da mangueira |  |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |  |
| Sinalização |  |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |  |

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| Item | **Jardins** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Regar o jardim[[2]](#footnote-2)\* | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 | 🌕 |  |
| Retirada de espécies daninhas e mortas | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |
| Manutenção da altura da grama menor do que 5 cm | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  | 🌕 |  |  |  |  |
| Desobstrução da tubulação ou entupimento dos ralos | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |
| Poda de Árvores e plantas | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |

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| Item | **Pára-Raio** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Inspeção visual | 🌕 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Inspeção completa deve ser realizada por empresa especializada a cada 5 anos | Data da última inspeção  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_ | | | | | | | | | | | | Data da próxima inspeção  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_ | | | | | | | | | | | |  |

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| Item | **Impermeabilização** | | | | | | | | | | | | | | | | | | | | | | | | **Observações** |
| **Mês 01** | | | | **Mês 02** | | | | **Mês 03** | | | | **Mês 04** | | | | **Mês 05** | | | | **Mês 06** | | | |
| Inspeção de rejuntes dos pisos, paredes, soleiras, ralos, peças sanitárias e calhas |  |  |  |  |  |  |  |  |  |  |  |  | 🌕 |  |  |  |  |  |  |  |  |  |  |  |  |

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| Item | **Estrutura** | | | | | | **Observações** |
| **Mês 01** | **Mês 02** | **Mês 03** | **Mês 04** | **Mês 05** | **Mês 06** |
| Ausência de defeitos que comprometam a solidez ou segurança da edificação (vistoria a cada 3 anos) | Data da última inspeção  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_ | | | Data da próxima inspeção  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_ | | |  |

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| Elaborado por: | Aprovado por: |

1. O consumo acima do determinado pelo fabricante indica problemas no motor ou necessidade de limpeza no filtro do aparelho. [↑](#footnote-ref-1)
2. \* Regar diariamente no verão e em dias alternados no inverno (preferencialmente no inicio da manhã ou no final da tarde) [↑](#footnote-ref-2)