

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
GLYCOL TANK

SITE AND BLDG #: Rockville MD021

MECHANIC  
SIGNATURE: 

DATE

LOCATION/RM #: boiler wo# 13233. ASSET # 1664

START TIME:

9:25.

FINISH TIME

| CHECK POINT                                | CHECKPOINT DESCRIPTION                                                                                                                                      | TASK COMPLETE |     | NOTES/ ACTIONS<br>(IF TASK COMPLETE IS CHECKED NO, PROVIDE) |
|--------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-----|-------------------------------------------------------------|
|                                            |                                                                                                                                                             | YES           | NO  |                                                             |
| SPECIAL INSTRUCTIONS                       |                                                                                                                                                             |               |     |                                                             |
| 1                                          | Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. | ✔             |     |                                                             |
| TO BE PERFORMED AT EACH INSPECTION SERVICE |                                                                                                                                                             |               |     |                                                             |
| 1                                          | Examine exterior of tank, including fittings, gauges, structural supports, manholes, and handholes for leaks, signs of corrosion, or other defects.         | ✔             |     |                                                             |
| 2                                          | Clean, test and inspect sight glasses, valves, fittings, drains, and controls.                                                                              | ✔             |     |                                                             |
| 3                                          | Check condition of agitators and/or float assemblies.                                                                                                       | ✔             |     |                                                             |
| 4                                          | If applicable, clean strainer(s).                                                                                                                           |               | n/a |                                                             |
| 5                                          | Clean up work site.- Report any issues                                                                                                                      | ✔             |     |                                                             |

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiency exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes:

