

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST GATES

SITE AND BLDG #: **Gaithersburg MD013**

MECHANIC  
SIGNATURE: 

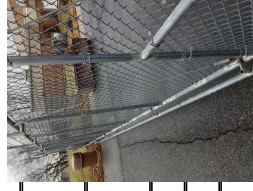
DATE: **1/4/21**

LOCATION/RM #: **Perimeter fence** WO# **13365** ASSET # **203-208**

START TIME: **8:30**

FINISH TIME: **9:05**

| CHECK POINT                                | CHECKPOINT DESCRIPTION                                                                                                                                      | TASK COMPLETE |    | NOTES/ ACTIONS<br>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|--------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----|-------------------------------------------------------------------------|
|                                            |                                                                                                                                                             | 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. | ✓             |    |                                                                         |
| 2                                          | Notify affected personnel before performing PM (alarmed or security entrances).                                                                             | ✓             |    |                                                                         |
| TO BE PERFORMED AT EACH INSPECTION SERVICE |                                                                                                                                                             |               |    |                                                                         |
| 1                                          | Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.                                                            | ✓             |    |                                                                         |
| 2                                          | Check all locking devices. Lubricate as required.                                                                                                           | ✓             |    |                                                                         |
| 3                                          | Inspect center gate support rollers and lubricate as required.                                                                                              | ✓             |    |                                                                         |
| 4                                          | Clean roller track of any debris.                                                                                                                           | ✓             |    |                                                                         |
| 5                                          | Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.                                                                              | ✓             |    |                                                                         |
| 6                                          | Check for any obstructions that retard full swing or movement of the gate.                                                                                  | ✓             |    |                                                                         |
| 7                                          | Check that shrubs and trees are pruned clear of gate.                                                                                                       | ✓             |    |                                                                         |
| 8                                          | Check hold open devices for proper operation. Lubricate as required.                                                                                        | ✓             |    |                                                                         |
| 9                                          | Check the top guard and ensure that it is properly fastened and the wires are tight. Tighten as required.                                                   | ✓             |    |                                                                         |



Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found 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:** **all gates and fences operational**