







PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **GLYCOL TANK**

SITE AND BLDG #: White Plains MD066

MECHANIC SIGNATURE:  **DATE:** 12/15/21

LOCATION/RM #: mech. rm **WO#** 15923 **ASSET #** 177

START TIME: 8:15 **FINISH TIME:** 8:30

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (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.			
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).			
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 deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed discription of the deficiency.

To be perfomed by: General Maintenance Worker

Additional Notes: