

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
VEHICLE EXHAUST REMOVAL

SITE AND BLDG #: **Alexandria VA002**

**MECHANIC
SIGNATURE:**

DATE: 3/22/22

LOCATION/RM #: **bldg. wo# 16661 ASSET # 1572**

START TIME: **9:30**

FINISH TIME: **10:00**

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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.	<input checked="" type="checkbox"/>		Unit is not in use. It is operational and functioning.
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Start and stop fan with local switch	<input checked="" type="checkbox"/>		
2	Check motor and fan shaft bearings for noise, vibration, overheating; lubricate bearings.-Inspect hoses -report issues -open CM ticket	<input checked="" type="checkbox"/>		
3	Inspect, adjust belts and pulleys. Replace belt as needed.	<input checked="" type="checkbox"/>		
4	Clean dampers; lubricate pivot points (annually) and inspect linkages for tightness.	<input checked="" type="checkbox"/>		
5	Inspect fan for bent blades, unbalance, excessive noise and vibration.	<input checked="" type="checkbox"/>		
6	Clean fan as needed.	<input checked="" type="checkbox"/>		
7	Visually inspect exhaust system tubing and/or duct work for any damage that could result in leaks.	<input checked="" type="checkbox"/>		
8	Repair as needed	<input checked="" type="checkbox"/>		

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: