

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
VEHICLE EXHAUST REMOVAL

SITE AND BLDG #: Schenectady 060

**MECHANIC
SIGNATURE:**

DATE: 9/7/2021

LOCATION/RM #: OMS **WO#** 14641 **ASSET #** 10541

START TIME: 1000

FINISH TIME: 1130

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|---|---|---------------|----|---|
| | | YES | NO | |
| SPECIAL INSTRUCTIONS | | | | |
| 1 | In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered. | ✓ | | |
| 2 | 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 | Start and stop fan with local switch | ✓ | | |
| 2 | Check motor and fan shaft bearings for noise, vibration, overheating; lubricate bearings. | ✓ | | |
| 3 | Inspect, adjust belts and pulleys. Replace belt as needed. | ✓ | | |
| 4 | Clean dampers; lubricate pivot points (annually) and inspect linkages for tightness. | ✓ | | |
| 5 | Inspect fan for bent blades, unbalance, excessive noise and vibration. | ✓ | | |
| 6 | Clean fan as needed. | ✓ | | |
| 7 | Visually inspect exhaust system tubing and/or duct work for any damage that could result in leaks. | ✓ | | |
| 8 | Repair as needed | ✓ | | |

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: