

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
EMERGENCY GENERATORS

SITE AND BLDG #: 90 051-a

MECHANIC  
SIGNATURE:  
*J. G. G.*

DATE: 12/12/18

LOCATION/RM #: 047CMI WO# 6464

ASSET # 6771

START TIME: 08:00

FINISH TIME: 21:00

CHECKPOINT	CHECKPOINT DESCRIPTION	TASK COMPLETE	NOTES/ ACTIONS		
			YES	NO	(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
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 to.	<input checked="" type="checkbox"/>			
2	Review and follow manufacturer's instructions. One copy of the instruction manual(s) shall be kept in a secure, convenient location near the equipment and another kept in a different location.	<input checked="" type="checkbox"/>			
3	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"/>			
4	A written record of all inspections, service, tests, operation, and repairs to the emergency generator shall be maintained in an equipment log book and kept on the premises. This record shall include the date of maintenance, identity of service personnel, and notation of any unsatisfactory condition and the corrective action taken, including parts	<input checked="" type="checkbox"/>			
5	Have a properly serviced fire extinguisher in proper working order on hand.	<input checked="" type="checkbox"/>			
6	Follow NFPA 110 and 111 for operation and maintenance requirements.	<input checked="" type="checkbox"/>			
7	Fuel, check main and day tank fuel supply levels; day tank float switch; piping, hoses and connectors; operating fuel pressure; and for any obstructions to tank vents and overflow piping	<input checked="" type="checkbox"/>			

- 2 Oil (check for proper oil level and oil operating pressure; lube oil heater)
  - Engine oil level should be checked with the unit stopped
  - Check unit for recommended proper oil pressure
- 3 Cooling system (check coolant level, water pump(s), jacket water heater, belts, hoses, fan)
- 4 Exhaust system, check for leaks while unit is running.
- 5 Battery system [look for possible corrosion; check specific gravity, electrolyte level (a level between 1250 and 1275 is acceptable) and battery charger. Use distilled water to maintain battery water level.]
- 6 Electrical (conduct a general inspection of wiring and connections; check circuit breakers/fuses, look for
- 7 Generator (Check for debris, foreign objects, loose or broken fittings; check guards and components; look for any unusual condition of vibration, leakage, noise, temperature or deterioration)

*PL**PL**PL*

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For 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:

*Generator Input Switch*