

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
EXHAUST FANS

SITE AND BLDG #: PA209

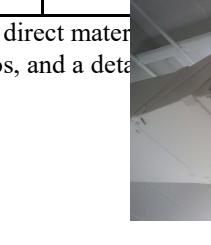
MECHANIC
SIGNATURE:

DATE: 6/4/2024

LOCATION/RM #: WO# 15765 ASSET # See notes

START TIME: 10:00AM

FINISH TIME: 12:30PM

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				
1	Clean unit, especially fan blades.	●	□	  
2	Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.	●	□	  
3	Perform required lubrication and remove old or excess lubricant.	●	□	
4	Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.	●	□	
5	Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.	●	□	
6	Start unit and check for vibration and noise.	●	□	
7	Remove all trash and debris.	●	□	

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material) exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the repair.

To be performed by: General Maintenance Worker

Additional Notes:

Asset3469,3546,3547,3548,3549