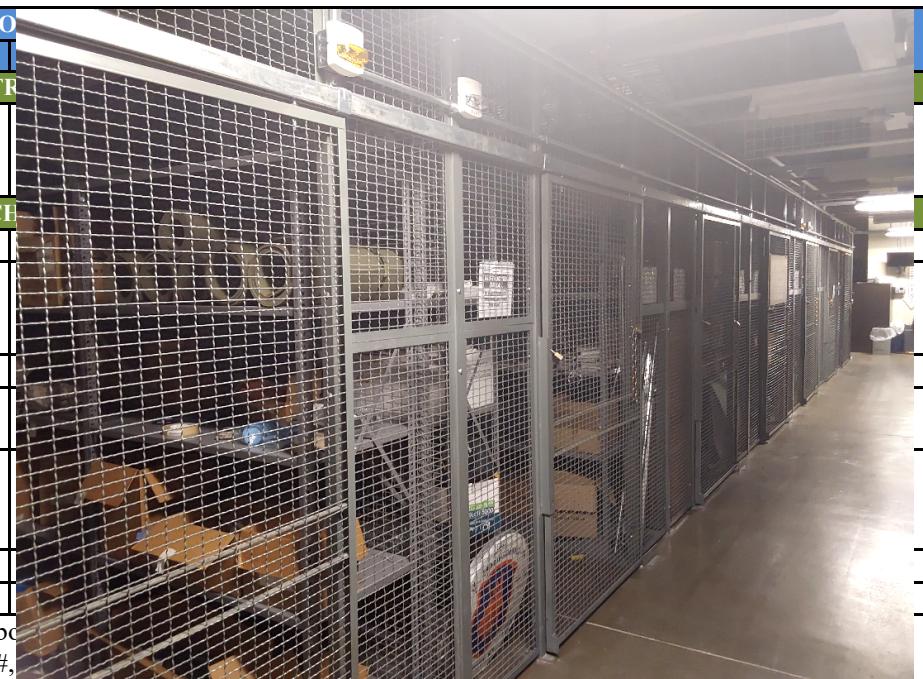


PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
EXHAUST FANS

SITE AND BLDG #: **NY070 BLDG3**LOCATION/RM #: **bldg3**WO# **14484** ASSET # **3919**MECHANIC
SIGNATURE:DATE: **12/6/23**START TIME: **12:15pm**FINISH TIME: **12:30pm**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETED YES	SPECIAL INSTRUCTIONS
			TO BE PERFORMED AT EACH
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.	✓	
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) exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #,

To be performed by: General Maintenance Worker

Additional Notes:

I need pics or planking to walk across the top of the cages
to get to the unit safely