

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**VEHICLE EXHAUST REMOVAL**

MECHANIC  
SIGNATURE: 

DATE: 9/6/19

**SITE AND BLDG #:** Upper Markeo MD1016      **LOCATION/RM #:** Bldg #2      **WO#** 10303      **ASSET #** 1538

**START TIME:** 9:50      **FINISH TIME:** 10:10

| Task  | Completed                           | Notes               |
|---|-------------------------------------|---------------------|
| 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. | <input checked="" type="checkbox"/> |                     |
| 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.                   | <input checked="" type="checkbox"/> |                     |
| 1 Start and stop fan with local switch  | <input checked="" type="checkbox"/> | <i>done/checked</i> |
| 2 Check motor and fan shaft bearings for noise, vibration, overheating; lubricate bearings.   | <input checked="" type="checkbox"/> | <i>all good</i>     |
| 3 Inspect, adjust belts and pulleys. Replace belt as needed.  | <input checked="" type="checkbox"/> | <i>check</i>        |
| 4 Clean dampers, lubricate pivot points (annually) and inspect linkages for tightness.  | <input checked="" type="checkbox"/> | <i>done</i>         |
| 5 Inspect fan for bent blades, imbalance, excessive noise and vibration.  | <input checked="" type="checkbox"/> | <i>done</i>         |
| 6 Clean fan as needed.  | <input checked="" type="checkbox"/> | <i>done</i>         |
| 7 Visually inspect exhaust system tubing and/or duct work for any damage that could result in leaks.  | <input checked="" type="checkbox"/> | <i>done/checked</i> |
| 8 Repair as needed  | <input checked="" type="checkbox"/> | <i>done/checked</i> |

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:**