

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
ROLL-UP AND OVERHEAD DOORS

ACTIVITY AND BLDG #: NY023-123

MECHANIC
SIGNATURE: DEEN Rose

DATE: 1/15/21

LOCATION: Various Locations

START TIME: 9AM

FINISH TIME: 10AM

MANUFACTURER:

MODEL #:

SERIAL #:

| Site Location | WO # | Asset # | PM # | Manufacturer | Model Number | Serial # | Asset Description | Asset Location |
|---------------|-------|---------|------------|--------------|--------------|----------|--|----------------|
| NY023-123 | 11397 | 9379 | PM-SA-9379 | | | | J-52 1-pc Overhead Door, Steel, Roll Up, 12Wx12H | |
| NY023-123 | 11398 | 9380 | PM-SA-9380 | | | | J-52 1-pc Overhead Door, Steel, Roll Up, 12Wx12H | |
| NY023-123 | 11399 | 9381 | PM-SA-9381 | | | | J-52 1-pc Overhead Door, Steel, Roll Up, 12Wx12H | |
| NY023-123 | 11400 | 9382 | PM-SA-9382 | | | | J-52 2-pc Overhead Door, Steel, Roll Up, 14Wx12H | |

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS |
|---|---|---------------|----|----------------|
| | | YES | NO | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Check with door operating personnel for any known deficiencies. | ✓ | | |
| 2 | Check for proper operation, binding, or misalignment; adjust as necessary. | ✓ | | |
| 3 | Check and lubricate door guides, pulleys, and hinges. | ✓ | | |
| 4 | Align door and adjust counterbalance assembly to proper tension. | ✓ | | |
| 5 | Inspect and lubricate motor gearbox, drive chain (or belt), and motor; adjust as necessary. | ✓ | | |
| 6 | Check operation of limit switch; adjust as necessary. | ✓ | | |
| 7 | Check electrical operator, wiring, connections and contacts; adjust as necessary. | ✓ | | |
| 8 | Inspect unit for overall condition and recommend for replacement or other needed repairs. | ✓ | | |

Additional Notes:

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