

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

ROLL-UP AND OVERHEAD DOORS

ACTIVITY AND BLDG #: NY023-123

MECHANIC SIGNATURE: DEEN RONE

DATE: 1/15/21

LOCATION: Various Locations

START TIME: 9 AM

FINISH TIME: 10 AM

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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