

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**SLIDE GATE OPERATOR & ENTRY SYSTEM (AUTOMATED ACCESS SYSTEM)**

**SITE AND BLDG #:** NY023-123

**LOCATION/RM #:** Building 123

**MECHANIC**  
**SIGNATURE:** Mike Wolfe

**DATE:** 11/20/19

**START TIME:** 8am

**FINISH TIME:** 9am

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023-123	6377	9377	PM-SA-9377				J-49 1-pc Single Gate, Manual, Sliding East	
NY023-123	6378	9378	PM-SA-9378				J-49 1-pc Single Gate, Manual, Sliding East	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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.	✓		
2	Schedule shutdown with operating personnel.	✓		
3	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
4	This work should be scheduled at non-peak hours.	✓		
5	Notify affected personnel before performing PM (alarmed or security entrances).	✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Check gate for proper operation, binding, or misalignment; adjust as necessary.	✓		

2	Check gate wheels, rollers and guides for wear; replace as necessary.	<input checked="" type="checkbox"/>		
3	Inspect drive belt for alignment, tightness, and wear.	<input checked="" type="checkbox"/>		
4	Check chain for sagging, tighten if necessary.	<input checked="" type="checkbox"/>		
5	Check that the gate reverses on contact with an object in both the opening and closing cycles. Adjust the clutch if necessary.	<input checked="" type="checkbox"/>		
6	Check vehicular reverse and shadow loops for proper operation.	<input checked="" type="checkbox"/>		
7	Check manual release for proper operation.	<input checked="" type="checkbox"/>		
8	Check keyless entry pad and intercom system/call box for proper operation (entry pad outside of facility)	<input checked="" type="checkbox"/>		
9	Check keyless entry UPS battery. Replace if needed	<input checked="" type="checkbox"/>		
10	Inspect unit for overall condition and recommend for replacement or other needed repairs.	<input checked="" type="checkbox"/>		

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:**

