

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

## ROLL-UP AND OVERHEAD DOORS

ACTIVITY AND BLDG #: NY023-124

MECHANIC SIGNATURE: Deen Lowe

DATE: 1/3/20

LOCATION: Front of Building 124

START TIME: FINISH TIME:

MANUFACTURER: MODEL #: SERIAL #:

| Site Location | WO # | Asset # | PM # | Manufacturer  | Model Number | Serial # | Asset Description                              | Asset Location |
|---------------|------|---------|------|---------------|--------------|----------|--|----------------|
| NY023-124     | 6794 | 9403    |      | Overhead Door |              |          | J-56 1-pc Overhead Door, Steel, Roll Up, 8Wx8H |                |
|               |      |         |      |               |              |          |  |                |
|               |      |         |      |               |              |          |  |                |
|               |      |         |      |               |              |          |  |                |

| 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:

