

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**ROLL-UP AND OVERHEAD DOORS**

**ACTIVITY AND BLDG #:** NY023-200

**MECHANIC SIGNATURE:** Deenvaughn Rowe

**DATE:** 1/13/10

**LOCATION:** Around the Entire Building 200

**START TIME:** 1pm

**FINISH TIME:** 2pm

**MANUFACTURER:**

**MODEL #:**

**SERIAL #:**

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023-200	6796	9491		Liftmaster			J-52 1-pc Overhead Door, Steel, Roll Up, 13Wx10H	
NY023-200	6797	9492		Liftmaster			J-52 1-pc Overhead Door, Steel, Roll Up, 17Wx15H	
NY023-200	6798	9494				14971	J-56 1-pc Overhead Door, Aluminum, Roll Up, 10Wx3H	
NY023-200	6799	9495				877896	J-56 1-pc Overhead Door, Aluminum, Roll Up, 10Wx3H	

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:**

