

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

GATES

SITE AND BLDG #: NY058-104

MECHANIC SIGNATURE:
Deen Rowe
DATE: 05/20/21

LOCATION/RM #: Maintenance **WO#** 12575 **ASSET #** 10342

START TIME: 5pm

FINISH TIME: 530pm

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	☒		
2	Notify affected personnel before performing PM	☒		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	☒		
2	Check all locking devices. Lubricate as required.	☒		
3	Inspect gate support rollers and track, lubricate and clean as required.	☒		
4	Check bolts, fasteners, and mounting hardware. Tighten as necessary.	☒		
5	Check for any obstructions that prevent full swing or movement of the gate.	☒		
6	Check that shrubs and trees are pruned clear of gate.	☒		
7	Check hold open devices for proper operation. Lubricate as required.	☒		
8	Check the top guard and ensure that it is properly fastened and the wires are tight. Tighten as required.	☒		
9	If applicable, inspect hydraulic driveline (hoses, fittings, and gauges) for signs of leakage.	☒		
10	If applicable, inspect limit switches for proper operation. Adjust as needed.	☒		
11	If applicable, inspect photoeyes for proper operation and any signs of damage.	☒		
12	If applicable, have site personnel operate gate with CAC Card insuring proper operation.	☒		Passcode Used Not CAC card
13	If applicable, clean control cabinet, ensuring free from debris and insects.	☒		

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 discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes: