

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST EXPANSION TANKS

**SITE AND BLDG #:** NY070N01

**MECHANIC SIGNATURE:** James R Groft

**DATE:** 03/20/2026

**LOCATION/RM #:** \_\_\_\_\_ **WO#** 21323 **ASSET #** 4862

**START TIME:** \_\_\_\_\_ **FINISH TIME:** \_\_\_\_\_

| CHECK POINT                                       | CHECKPOINT DESCRIPTION  | TASK COMPLETE |    | NOTES/ ACTIONS<br><small>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</small> |
|---|---|---------------|----|--|
|   |   | YES           | NO |  |
| <b>SPECIAL INSTRUCTIONS</b>                       |   |               |    |  |
| 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. | X             |    |  |
| <b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b> |   |               |    |  |
| 1   | Examine exterior of tank including fittings and valves for leaks, signs of corrosion, and correct as needed.  | X             |    |  |
| 2   | If applicable, Check sight glass, insure level is between 1/2 and 3/4 sight glass. Correct as needed.   | X             |    |  |
| 3   | If applicable, check tank pressure via schrader valve. Correct as needed.   | X             |    |  |

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:**