

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST GATES

MECHANIC  
SIGNATURE: 

DATE: 11/21/19

SITE AND BLDG #: NY113-02

LOCATION/RM #:

WO# 5712

ASSET # 190917-592

START TIME: 8:15am

FINISH TIME: 8:45am

| CHECK<br>POINT                             | CHECKPOINT DESCRIPTION  | TASK COMPLETE                       |                                     | NOTES/ ACTIONS<br><br>(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. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |   |
| 2  | Notify affected personnel before performing PM (alarmed or security entrances).   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |   |
| TO BE PERFORMED AT EACH INSPECTION SERVICE |   |                                     |                                     |   |
| 1  | Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.  | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | used PB Blaster garage door lubricant                                       |
| 2  | Check all locking devices. Lubricate as required.   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | used white lithium grease   |
| 3  | Inspect center gate support rollers and lubricate as required.  | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |   |
| 4  | Clean roller track of any debris.   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | no debris   |
| 5  | Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.  | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | all are tight   |
| 6  | Check for any obstructions that retard full swing or movement of the gate.  | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | no obstructions   |
| 7  | Check that shrubs and trees are pruned clear of gate.   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | shrubs and trees are clear of gate  |
| 8  | Check hold open devices for proper operation. Lubricate as required.  | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |   |
| 9  | Check the top guard and ensure that it is properly fastened and the wires are tight. Tighten as required.   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | wires and top guard are tight   |

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:**