

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
GREASE TRAP

SITE AND BLDG #: Pa 050 - 01

LOCATION/RM #: Kitchen WO# 10831 ASSET # 7487

MECHANIC
SIGNATURE: 

DATE: 9/12/18

START TIME: 800

FINISH TIME: 815

CHECKLIST ITEM	CHECKLIST DESCRIPTION	TASK COMPLETED NAME: [REDACTED] SNO: [REDACTED]	NOTES/ACCTIONS	
			NOTES/ACCTIONS	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered.		—	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		—	
3	Insure proper grease disposal.		—	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Do not use enzymes, acids, caustics, solvents or emulsifying products when cleaning or maintaining the grease traps.		—	
2	Remove lid. If the trap is equipped with removable baffles, remove them.		—	
3	Make sure the flow restrictor on the inflow pipe is present.		—	
4	If damages, missing parts, or cleaning is required, report them as needed to ensure proper working operation.		—	
5	Replace lid and baffles.		—	
6	Return (or fill) water to grease trap		—	
7	Record grease trap maintenance activities on your log or request a receipt from your grease hauler. Keep records for 3 years.		—	

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 description of the deficiency.

To be performed by: General Maintenance Technician

Additional Notes:

Needs cleaned out
lots of grease