

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

## GATES

SITE AND BLDG #: Gaithersburg. MD013

MECHANIC  
SIGNATURE:



DATE: 7/8/20

LOCATION/RM #: exterior WO# 12395.

ASSET # 2003-2009

START TIME:

9:30

FINISH TIME: 10:15

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.	Y			
2	Notify affected personnel before performing PM (alarmed or security entrances).	Y			
TO BE PERFORMED AT EACH INSPECTION SERVICE					
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	y			
2	Check all locking devices. Lubricate as required.	y			
3	Inspect center gate support rollers and lubricate as required.	y			
4	Clean roller track of any debris.	y			
5	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.	y			
6	Check for any obstructions that retard full swing or movement of the gate.	y			
7	Check that shrubs and trees are pruned clear of gate.	y			
8	Check hold open devices for proper operation. Lubricate as required.	y			
9	Check the top guard and ensure that it is properly fastened and the wires are tight. Tighten as required.	y			

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:**

lubed all locks