

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

## EXPANSION TANKS

SITE AND BLDG #: Rockville MD021

MECHANIC  
SIGNATURE:



DATE: 9/14/20

LOCATION/RM #: boiler rm wo#12663

ASSET # 1663

START TIME: 10:20

FINISH TIME: 10:35

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS <small>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</small>
		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.	✕		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Examine exterior of tank including fittings and valves for leaks, signs of corrosion, and correct as needed.	✕		
2	Insure level is between 1/2 and 3/4 sight glass . Correct as needed.		n/a.	no sight glass on unit.

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:**

