

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**PROPANE TANKS**

**SITE AND BLDG #:** VA099-01  
**LOCATION/RM #:** bldg **rear of**  
**WO#** 13692 **ASSET #** 1429

**MECHANIC**  
**SIGNATURE:** *Richie Walker* **DATE:** 4/5/21

**START TIME:** 9am **FINISH TIME:** 5pm

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Examine exterior of tank including fittings, gas lines, and valves for leaks, damage, and signs of corrosion. Report any deficiencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Make sure tank and ground is level. Check the dirt below and around the tank for settling or an increase in moisture.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	If any leaks are found and/or you can smell gas, report it immediately.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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 Worker

**Additional Notes:**