

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**GATES**

**SITE AND BLDG #:** VA050-01

**MECHANIC**  
**SIGNATURE:**   
**DATE:** 3/12/21

**LOCATION/RM #:** entry **WO#** 13704 **ASSET #** 1464

**START TIME:** 9am **FINISH TIME:** 5:30pm

<b>CHECK POINT</b>	<b>CHECKPOINT DESCRIPTION</b>	<b>TASK COMPLETE</b>		<b>NOTES/ ACTIONS</b> (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		<b>YES</b>	<b>NO</b>	
<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.	✓	/	
2	Notify affected personnel before performing PM	✓	/	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	✓	/	
2	Check all locking devices. Lubricate as required.	✓	/	
3	Inspect gate support rollers and track, lubricate and clean as required.	✓	/	
4	Check bolts, fasteners, and mounting hardware. Tighten as necessary.	✓	/	
5	Check for any obstructions that prevent full swing or movement of the gate.	✓	/	
6	Check that shrubs and trees are pruned clear of gate.	✓	/	
7	Check hold open devices for proper operation. Lubricate as required.	✓	/	
8	Check the top guard and ensure that it is properly fastened and the wires are tight. Tighten as required.	✓	/	
9	If applicable, inspect hydraulic driveline (hoses, fittings, and gauges) for signs of leakage.	✓	/	
10	If applicable, inspect limit switches for proper operation. Adjust as needed.	✓	/	
11	If applicable, inspect photoeyes for proper operation and any signs of damage.	✓	/	
12	If applicable, have site personnel operate gate with CAC Card insuring proper operation.	✓	/	
13	If applicable, clean control cabinet, ensuring free from debris and insects.	✓	/	

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:**