

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **GREASE TRAP**

SITE AND BLDG #: WV014-01

MECHANIC SIGNATURE:

Patrick Davis

DATE: 14 December '18

LOCATION/RM #: Scullery

START TIME: 7:30

FINISH TIME: 3:30

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV014-01	6573	7490	PM-QT-7490	Wade	5125	N/A	J-1502000-48 1-pc Grease Trap cap 50	Scullery

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
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 always. 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.		✓	No Access to Grease Trap / Lid rusted to frame preventing access
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:**

