

**REVIEWED**

By Michael Merchan at 8:32 am, Jan 28, 2019

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** **MANUAL/AUTOMATIC OVERHEAD DOORS**

SITE AND BLDG #: WV006-01

MECHANIC  
SIGNATURE: *Andy Bird*DATE: *1-22-19*

LOCATION/RM #:

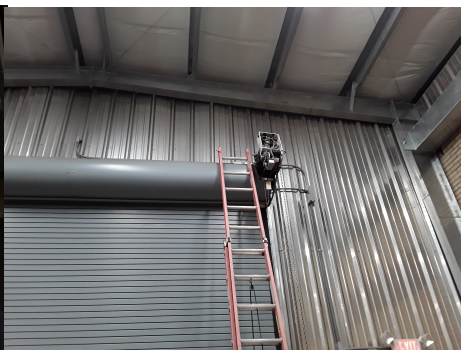
START TIME: *7:30 Am*FINISH TIME: *3:30 Pm*

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV006-01	6955	7662		<i>N/A</i>			J-1502000-52 1-pc Overhead Door, Steel, Roll Up, 10Wx10H	<i>Rm 182</i>
WV006-01	6955	7668		<i>N/A</i>			J-1502000-52 1-pc Overhead Door, Steel, Roll Up, 10Wx10H	<i>Rm 183</i>
WV006-01	6955	7712		<i>Wayne Dalton</i>	<i>BH50 JL5R</i>	<i>2018 A2814</i>	J-1502000-52 1-pc Overhead Door, Steel, Roll Up, 14Wx12H	<i>Dr. 11 Hall</i>
WV006-01	6955	7990		<i>N/A</i>			J-1502000-56 1-pc Overhead Kitchen Counter Door, 11Wx8H	<i>Kitchen</i>
WV006-02	6983	7731		<i>Wayne Dalton</i>	<i>E79930</i>	<i>1013N 3334</i>	J-1502000-52 1-pc Overhead Door, Steel, Roll Up, 14Wx16H	<i>AMSA SHOP</i>
WV006-02	6983	7732		<i>Wayne Dalton</i>			J-1502000-52 1-pc Overhead Door, Steel, Roll Up, 14Wx16H	<i>AMSA SHOP</i>
WV006-02	6983	7834		<i>3F COOK</i>	<i>NR</i>	<i>91-12 09 I</i>	J-1502000-52 3-pc Overhead Door, Steel, Roll Up, 14Wx14H	<i>Marines Supp</i>
WV006-02	6983	7857		<i>Raynor</i>	<i>RB3H 211-SR2</i>	<i>B8857 66</i>	J-1502000-52 7-pc Overhead Door, Steel, Roll Up, 14Wx16H	<i>AMSA SHOP</i>
WV006-03	7018	7664		<i>Overhead Door Company</i>		<i>N/A</i>	J-1502000-52 1-pc Overhead Door, Steel, Roll Up, 10Wx10H	<i>Marines Storage</i>

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 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	Check with door operating personnel for any known deficiencies.	✓		
2	Inspect general arrangement of door and mechanism, mountings, standards, wind locks, anchor bolts, counterbalances, weather stripping, door sweeps etc. Clean, tighten, and adjust repair as required.	✓		
3	If applicable, operate with power from start to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, door operating speed, motor, gear box, etc. Clean and adjust as needed.	✓		
4	Check operation of safety edges, stops, electric eye, treadle, or other operating devices. Clean and make required adjustments or repairs.			N/A
5	Check manual operation. Note brake release, motor disengagement, functioning or hand pulls, chains sprockets, clutch, etc.	✓		
6	If applicable, examine all wiring, motor, starter, push button, etc., blow out or vacuum if needed.	✓		
7	If applicable, inspect gear box, change or add oil as required.	✓		
8	Perform required lubrication. Remove old or excess lubricant.	✓		
9	Clean unit and mechanism thoroughly. Touch up paint where required.	✓		
10	Clean up and remove all debris.	✓		

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:**



Asset # 7857 Need to replace sweeps!

Asset # 7834  
Top of door  
brush seal  
missing!  
CM Needed