


PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST GLYCOL TANK

SITE AND BLDG #: WV020-01
MECHANIC
SIGNATURE: James R Groft Jr
DATE: 09/26/2025
LOCATION/RM #:
WO# 19933
ASSET # 4866
START TIME:
FINISH TIME:

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|--------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----|-------------------------------------------------------------------------------------|
| | | 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. | X | | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Examine exterior of tank, including fittings, gauges, structural supports, manholes, and handholes for leaks, signs of corrosion, or other defects. | X | |  |
| 2 | Clean, test and inspect sight glasses, valves, fittings, drains, and controls. | X | | |
| 3 | Check condition of agitators and/or float assemblies. | X | | |
| 4 | If applicable, clean strainer(s). | X | | |
| 5 | Clean up work site.- Report any issues | X | | |

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: