

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

## VAULT DOOR

**SITE AND BLDG #:** WV035-01

**LOCATION/RM #:**

**MECHANIC SIGNATURE:** Mike Mervosh **DATE:** 22 July 19

**START TIME:** 8:30 AM

**FINISH TIME:** 9:30 AM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV035-01	9779	7918					J-1502000-55 1-pc Arms Vault Rm 115	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		SPECIAL INSTRUCTIONS	NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE EXPLANATION)			
		YES	NO					
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.	✓		<i>Completed by Sub.</i>				
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.	✓		<i>See COW.</i>				
TO BE PERFORMED AT EACH INSPECTION SERVICE								
1	Check alignment of dial ring with lock case; correct if necessary.	✓						
2	Check mounting screws of dial ring and lock case; tighten them, using a thread locking compound.	✓						
3	Look for corrosion or presence of any foreign matter that will in any manner affect the lock's proper operation.	✓						
4	Look for any signs of malfunctioning or impending failure.	✓						
5	Look for any signs of tampering, forced, or covert entry; report this to the local Security and Law Enforcement Office.	✓						
6	Check Alignment of door with frame	✓						
7	Check for difficulty in opening, closing or locking the door.	✓						

8

Replace all defective hardware



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: