

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST EXHAUST FANS

SITE AND BLDG #: 249024-356
206F 3753 9706
 LOCATION/RM #: TOP WO# 3754 ASSET # 9707

MECHANIC
SIGNATURE: [Signature]

DATE: 6/10/19

START TIME:

FINISH TIME:

CHECK POINT	CHECKPOINT DESCRIPTION	SPECIFICATIONS	TASK COMPLETE		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 to.		☒		LUBRICATE MOTOR
2	Schedule shutdown with operating personnel, as needed.		☒		
3	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 Bearings
1	Clean unit, especially fan blades.		☒		
2	Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.		☒		
3	Perform required lubrication and remove old or excess lubricant.		☒		
4	Clean motor with vacuum or low pressure dry air (less than 40 psig). Check for obstructions in motor cooling and air flow.		☒		
5	Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.		☒		
6	Start unit and check for vibration and noise.		☒		
7	Remove all trash and 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:

W.O. # 3753 3754 ASSIST
PH-AW-9706-4 PC ONLY
PAW-AW-9707-NO WORK USE