

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST GATES

SITE AND BLDG #: **ny116**      MECHANIC SIGNATURE: **Ramon V**      DATE: **9-2020**

LOCATION/RM #:      WO# **9999**      ASSET # **10755**      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	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	Review manufacturer's instructions.			
3	Schedule shutdown with operating personnel.	✓		
4	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.			
5	This work should be scheduled at non-peak hours.	✓		
6	Notify affected personnel before performing PM (alarmed or security entrances).			
7	Post "out of service" signs and/or barricades, as appropriate.			
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	✓		lubricate and remove dirt around the gate
2	Check all locking devices. Lubricate as required.			
3	Inspect center gate support rollers and lubricate as required.			
4	Clean roller track of any debris.	✓		
5	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.			
6	Check for any obstructions that retard full swing or movement of the gate.	✓		
7	Check that shrubs and trees are pruned clear of gate.			
8	Check hold open devices for proper operation. Lubricate as required.			
9	Check the top guard and ensure that it is properly fastened and the wires are tight. Tighten as required.	✓		

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:**

**lubricate and  
remove dirt around  
the gate**