

SCOPE OF WORK

PREVENTIVE MAINTENANCE

Enquiry No.: FDX/PRM/310/19-20/W-05; Date: 06.02.2020

Due Date: 28.02.2020

Machine Description: _____ Item No. _____
Preventive maintenance on _____ (Sch.) _____ (Act)
Total Down time: _____ Week No. _____

S.N	CHECK LIST	TICK OFF	REMARKS
	A) MECHANICAL		
1	Clean the vital parts and do visual inspection		
2	Tension of transmission belt, check for replacement		
3	Check main flywheel, clutch & brake (in case of presses)		
4	Check operation of safety guards		
5	Check for any leakages in pneumatic, hydraulic ckt.		
6	Retighten foundation bolts if necessary, check		
7	Check for any abnormal sound		
8	Check for any loose components		
9	Check for movement of Ram / slide		
10	Check for cross slide movement		
	B) LUBRICATION		
11	Check for proper operation of lubrication lines, points		
12	Top up oil in oil tank for lubrication		
13	Top up grease if required		
14	Check oil level in hydraulic tank		
15	Top up oil in gear boxes		

*Above listed Mechanical Checks are not comprehensive and specific Preventive Maintenance may also require to be carried out as per individual machine requirement.

Spares and material used: _____

Completed by: _____ Sign. _____ Date: _____

Checked by: _____ Signature of Shop I/c. / Sup. _____

(Maintenance Supervisor)

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S.N	CHECK LIST	TICK OFF	REMARKS
	C) ELECTRICAL		
1	Check all motors insulation (Use Megger)		
1a	Minimum measured value..... Limiting value >> 1 MΩ		
2	Check Earth wiring		
2a	Maximum measured value Limiting value ≤ 1Ω		
3	Check main switch fuses, limit switches etc.		
4	Clean contacts, relays etc. (use fine emery, CTC)		
5	Check control gear, starters, brushes etc.		
6	Clean resistors, transformers (Use compressed air)		
7	Check Rectifier		
8	Check meters for operation		
9	Check overload relay		
10	Check for loose connections and tighten		
11	Replace damaged flexible conduits		
12	Check pendant control		
13	Check all clutches of feed and rapid drive		
14	Check all safety interlocks		
15	Check cable drums and circuits		

*Above listed Electrical Checks are not comprehensive and specific Preventive Maintenance may also require to be carried out as per individual machine requirement.

Spares and material used: _____

Completed by: _____ Sign. _____ Date: _____

Checked by: _____ Signature of Shop I/c. / Sup. _____

(Maintenance Supervisor)