General equipment preventive maintenance

Preventive maintenance checklist & PM schedule template

Site _____ Asset or area _____ Inspected by _____ Date _____

Item	Pass	Fail	N/A	Notes
Visual and safety				
Guards, covers and panels in place				
Emergency stop and safety switches work				
Warning labels and nameplate readable				
Area around the equipment clean and clear				
Mechanical				
No unusual noise, vibration or heat				
Belts tensioned, not cracked or glazed				
Bearings and moving parts lubricated				
Fasteners and mounts tight				
No worn, loose or damaged parts				
Fluids and filters				
Oil, coolant and hydraulic levels correct				
No leaks at seals, hoses or fittings				
Air and fluid filters clean or replaced				
Electrical				
Cords, plugs and cables not damaged				
Panel doors closed, no burnt smell or marks				
Controls, lights and indicators work				
Records				
Meter reading recorded (hours or miles)				
Last service date and next due date noted				
Problems found written up for repair				

Signature: _____ Run this checklist on a phone with Dovient Lite: dovient.com/lite