Maintenance Management Order

UNITED STATES POSTAL SERVICE™

SUBJECT: Preventive Maintenance (PM) Guidelines
for the Computer Forwarding System II
(CFS-II)

TO: Maintenance Managers, CFS-II Offices

DATE: November 30, 2012

NO: MMO-124-12

FILE CODE: I3

gmar:mm08056ad

This Maintenance Management Order (MMO) provides PM guidelines for the CFS-II and supersedes MMO-072-00. The acronym is CFS. The class codes are DA, FA, and GA.

Attached maintenance checklists for the CFS-II, include the Non-Mechanized (NMT) and Flats Forwarding Terminals (FFT) as well as the Forwarding Control System (FCS).

The minimum maintenance skill level to perform each task on the various checklists is included in the Minimum Skill Level column. This does not preclude higher level employees from performing any of this work.

The workhours represented in this MMO reflect the maximum workhours required to maintain the equipment. Given local conditions, management may modify task frequencies.

WARNING

Various products requiring Material Safety Data Sheets (MSDS) may be utilized during the performance of the procedures in this bulletin. Ensure the current MSDS for each product used is on file and available to all employees. When reordering such a product, it is suggested that current MSDS be requested.

WARNING

The use of compressed or blown air is prohibited. When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used only on optical equipment when other cleaning methods cannot be used.

$$\boxed{\textbf{WARNING}}$$

Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.

The attached master checklists provide tasks to be performed at periodic intervals (daily, weekly, monthly, quarterly, and semi-annually), time required per task, and the minimum skill level for each task.

Maintenance Managers are to use these preventive maintenance guidelines when preparing the route sheets for local maintenance personnel. It is the responsibility of each Maintenance Manager to ensure all WARNINGS, CAUTIONS, and NOTES are included with each applicable task as part of the preparation of any local route sheets.

For questions or comments concerning this bulletin contact the MTSC HelpDesk, either online at **MTSC**>**HELPDESK**>**Create/Update Tickets** or call (800) 366-4123.

Robert E. Albert
Manager
Maintenance Technical Support Center
HQ Maintenance Operations

Attachments:
1. Summary Workload Estimate
2. CFS II Master Checklist NMT: 03-CFS-DA-001-M: Monthly
3. CFS II Master Checklist NMT: 03-CFS-DA-002-M: Semi-Annual
4. CFS II Master Checklist FFT: 03-CFS-FA-003-M: Daily
5. CFS II Master Checklist FFT: 03-CFS-FA-004-M: Monthly
6. CFS II Master Checklist FFT: 03-CFS-FA-005-M: Quarterly
7. CFS II Master Checklist FFT: 03-CFS-FA-006-M: Semi-Annual
8. CFS II Master Checklist FCS: 03-CFS-GA-007-M: Daily
9. CFS II Master Checklist FCS: 03-CFS-GA-008-M: Weekly
10. CFS II Master Checklist FCS: 03-CFS-GA-009-M: Monthly
11. CFS II Master Checklist FCS: 03-CFS-GA-010-M: Quarterly

ATTACHMENT 1

SUMMARY

WORKLOAD ESTIMATE

FOR

COMPUTER FORWARDING SYSTEM II

NON-MECHANIZED TERMINAL

Operation	Routine Servicing (Hrs/Yr)	Repair* (Hrs/Yr)	Total Servicing & Repair Time (Hrs/Yr)	Nonproductive Time ** (Hrs/Yr)	Total Servicing Per Machine (Hrs/Yr)
5 day	3.867	1.160	5.027	0.503	5.529
6 day	3.867	1.160	5.027	0.503	5.529
7 day	3.867	1.160	5.027	0.503	5.529

FLATS FORWARDING TERMINAL

Operation	Routine Servicing (Hrs/Yr)	Repair* (Hrs/Yr)	Total Servicing & Repair Time (Hrs/Yr)	Nonproductive Time ** (Hrs/Yr)	Total Servicing Per Machine (Hrs/Yr)
5 day	90.867	27.260	118.127	11.813	129.939
6 day	107.333	32.200	139.533	13.953	153.487
7 day	123.800	37.140	160.940	16.094	177.034

FORWARDING CONTROL SYSTEM

Operation	Routine Servicing (Hrs/Yr)	Repair* (Hrs/Yr)	Total Servicing & Repair Time (Hrs/Yr)	Nonproductive Time ** (Hrs/Yr)	Total Servicing Per Machine (Hrs/Yr)
5 day	59.466	17.839	77.305	7.73	85.635
6 day	69	20.7	89.7	8.97	98.67
7 day	78.53	23.56	102.09	10.21	112.3

*Repair estimates based on 30% of servicing.
**Based on 10% of total servicing and repair.

ATTACHMENT 2

COMPUTER FORWARDING SYSTEM II MASTER CHECKLIST

Non-Mechanized Terminal

03-CFS-DA-001-M

MONTHLY

NOTE

Time in the estimated time column is given in minutes.

Time Total: 15 Minutes

Reference: MS-120, Volume A-C

U.S. Postal Service **Maintenance Checklist**	IDENTIFICATION							
	WORK CODE	EQUIPMENT ACRONYM			CLASS CODE	NUMBER		TYPE
	0 3	C F S			D A	0 0 1		M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Monthly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.
SAFETY STATEMENT	1.	**COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and apply lockouts when required by this instruction. Refer to current local lockout procedures to properly shut down and lock out this machine. Open equipment and inspect dust conditions. Check for suspicious dust or unusual debris. If any unusual substance is found, notify supervisor prior to proceeding with any further action on the equipment.** **THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED.** **When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used on optical equipment only when other cleaning methods cannot be used. Report safety deficiencies to your supervisor immediately upon detection.** **WARNING FOR EWP/PPE.** **Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.**	1	All			
NON - MECHANIZED TERMINAL (NMT)	2.	**Power down.** Power down the NMT. Lock out its electrical power as prescribed by the current local procedure providing lockout/restore procedures.	1	All			

> ### CAUTION
>
> **Use non-metallic ends on vacuum while cleaning the NMT Computer system keyboard.**

Part or Component	Item No	Task Statement and Instruction	Est. Time Req (min)	Min. Skill Lev			
NMT KEYBOARD	3.	**Clean NMT keyboard.** Vacuum keyboard to remove dust build-up.	2	All			
NMT MONITOR	4.	**Clean NMT monitor.** Clean computer system monitor by using a soft lint free cloth and appropriate cleaner.	2	All			

> ### WARNING
>
> **Be cautious when working around or on equipment when power has been applied.**

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION											
		WORK CODE		EQUIPMENT ACRONYM					CLASS CODE		NUMBER		TYPE
		0	3	C	F	S			D	A	0	0	1	M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Monthly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.
NMT	5.	**Restore equipment to service.** Restore equipment (NMT) to service as prescribed by the current local procedure providing lockout/restore procedures.	7	7			
CLEAN UP	6.	**Clean up.** Remove maintenance materials and equipment from the work area. Report all deficiencies to supervisor.	2	All			

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION										
		WORK CODE	EQUIPMENT ACRONYM						CLASS CODE		NUMBER	TYPE
		0 3	C	F	S				D	A	0 0 1	M
Equipment Nomenclature Computer Forwarding System		Equipment Model CFSII				Bulletin Filename MM08056AD			Occurrence Monthly			

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

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ATTACHMENT 3

COMPUTER FORWARDING SYSTEM II MASTER CHECKLIST

Non-Mechanized Terminal

03-CFS-DA-002-M

SEMI-ANNUAL

Time Total: 26 Minutes

NOTE

Time in the estimated time column is given in minutes.

Reference: MS-120, Volume A-C

U.S. Postal Service		IDENTIFICATION							
Maintenance Checklist		WORK CODE	EQUIPMENT ACRONYM			CLASS CODE	NUMBER		TYPE
		0 3	C F S			D A	0 0 2		M

Equipment Nomenclature	Equipment Model	Bulletin Filename	Occurrence
Computer Forwarding System	CFSII	MM08056AD	Semi-Annual

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

SAFETY STATEMENT	1.	**COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and apply lockouts when required by this instruction. Refer to current local lockout procedures to properly shut down and lock out this machine. Open equipment and inspect dust conditions. Check for suspicious dust or unusual debris. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.**	1	All			
		THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED. **When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used on optical equipment only when other cleaning methods cannot be used. Report safety deficiencies to your supervisor immediately upon detection.**					
		WARNING FOR EWP/PPE. **Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.**					
NON - MECHANIZED TERMINAL	2.	**Power down.** Power down the NMT.	1	All			

> **CAUTION**
>
> **Use non-metallic ends on vacuum while cleaning the NMT computer system interior.**

> **CAUTION**
>
> **Extreme care should be taken that rules regarding electro-static-discharge (ESD) are strictly followed when handling all printed circuit boards, including those in logic racks, system computers, etc. This includes the use of wrist straps and ESD pads.**

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION								
		WORK CODE	EQUIPMENT ACRONYM				CLASS CODE	NUMBER		TYPE
		0 3	C	F	S		D A	0 0 2		M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Semi-Annual

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.
NMT COMPUTER SYSTEM	3.	**Vacuum computer interior.** Remove computer system cover. Vacuum interior of computer avoiding damage to wiring and electrical components. Replace computer system cover.	15	7			

WARNING

Be cautious when working around or on equipment when power has been applied.

Part or Component	Item No	Task Statement and Instruction	Est. Time Req (min)	Min. Skill Lev			
NMT	4.	**Restore equipment to service.** Restore equipment (NMT) to service as prescribed by the current local procedure providing lockout/restore procedures. Verify computer is communicating with FCS server and operating properly by printing test labels.	7	7			
CLEAN UP	5.	**Clean up.** Remove maintenance materials and equipment from the work area. Report all deficiencies to supervisor.	2	All			

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION									
		WORK CODE	EQUIPMENT ACRONYM					CLASS CODE		NUMBER		TYPE
		0 3	C	F	S			D	A	0 0 2		M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Semi-Annual

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

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ATTACHMENT 4

COMPUTER FORWARDING SYSTEM II MASTER CHECKLIST

Flats Forwarding Terminal

03-CFS-FA-003-M

DAILY

Time Total: 19 Minutes

NOTE

Time in the estimated time column is given in minutes.

Reference: MS-120, Volume D

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION										
		WORK CODE	EQUIPMENT ACRONYM						CLASS CODE		NUMBER	TYPE
		0 3	C F S						F A		0 0 3	M
Equipment Nomenclature Computer Forwarding System		Equipment Model CFSII				Bulletin Filename MM08056AD			Occurrence Daily			

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

Part or Component	Item No	Task Statement and Instruction	Est. Time Req (min)	Min. Skill Lev
SAFETY STATEMENT	1.	**COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and apply lockouts when required by this instruction. Refer to current local lockout procedures to properly shut down and lock out this machine. Open equipment and inspect dust conditions. Check for suspicious dust or unusual debris. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.** **THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED.** **When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used on optical equipment only when other cleaning methods cannot be used. Report safety deficiencies to your supervisor immediately upon detection.** **WARNING FOR EWP/PPE.** **Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.**	1	All
FLATS FORWARDING TERMINAL (FFT)	2.	**Power down and lock out power.** Power down FFT. Lock out its electrical power as prescribed by the current local procedure providing lockout/restore procedures.	4	All

> **WARNING**
>
> **Before opening P/LA, ensure tamper assembly is in home position, under cutter assembly, or personnel injury or equipment damage may occur. Verify by looking through the Photo Array Label Port opening**.

U.S. Postal Service		IDENTIFICATION											
Maintenance Checklist		WORK CODE	EQUIPMENT ACRONYM					CLASS CODE		NUMBER			TYPE
		0 3	C F S					F	A	0 0	3		M
Equipment Nomenclature Computer Forwarding System		Equipment Model CFSII				Bulletin Filename MM08056AD				Occurrence Daily			

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

NOTE

The following preventive maintenance procedures are found in the Flats Forwarding Terminal Maintenance and Troubleshooting Guide with supporting figures.

| FFT | 3. | **Cleaning FFT.** | 10 | 7 | | | |

1. Open P/LA to gain access.

2. Manually rotate the cutter magnet until it is pointed toward the hall-effect sensor to raise the blade to its highest position.

3. Lower the print head carriage by rotating the head lift lever counterclockwise.

4. Remove the label stock from cutter area.

5. Remove ribbon stock from print head.

6. Remove two screws securing blade guard to cutter.

WARNING

Discard solvent soaked materials according to local procedures to prevent spontaneous combustion.

7. Use cotton swab dampened with site approved solvent to remove glue build-up from blade and anvil.

8. Use cotton swab dipped in alcohol to remove build-up on print head.

9. Lubricate cutter by applying 1-2 drops of light machine oil to the cutter arm pivot screw.

10. Install the blade guard and secure with two screws.

11. Re-load ribbon and label stock.

12. Secure print head lever.

13. Rotate cutter blade to trim label stock.

14. Close P/LA and close latch.

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION								
		WORK CODE	EQUIPMENT ACRONYM				CLASS CODE	NUMBER		TYPE
		0 3	C F S				F A	0 0 3		M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Daily

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

<div style="text-align:center">

WARNING

</div>

Be cautious when working around or on equipment when power has been applied.

FFT	4.	**Restore equipment to service.** Restore equipment to service as prescribed by the current local procedure providing lockout/restore procedures.	2	7			
CLEAN UP	5.	**Clean up.** Remove maintenance materials and equipment from the work area. Report all deficiencies to supervisor.	2	All			

ATTACHMENT 5

COMPUTER FORWARDING SYSTEM II MASTER CHECKLIST

Flats Forwarding Terminal

03-CFS-FA-004-M

MONTHLY

Time Total: 29 Minutes

NOTE

Time in the estimated time column is given in minutes.

Reference: MS-120, Volume D

U.S. Postal Service	IDENTIFICATION										
Maintenance Checklist	WORK CODE	EQUIPMENT ACRONYM					CLASS CODE		NUMBER		TYPE
	0 3	C	F	S				F	A	0 0 4	M

Equipment Nomenclature	Equipment Model	Bulletin Filename	Occurrence
Computer Forwarding System	CFSII	MM08056AD	Monthly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

Part or Component	Item No	Task Statement and Instruction	Est. Time Req	Min. Skill Lev
SAFETY STATEMENT	1.	**COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and apply lockouts when required by this instruction. Refer to current local lockout procedures to properly shut down and lock out this machine. Open equipment and inspect dust conditions. Check for suspicious dust or unusual debris. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.**	1	All
		THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED. **When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used on optical equipment only when other cleaning methods cannot be used. Report safety deficiencies to your supervisor immediately upon detection.**		
		WARNING FOR EWP/PPE. **Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.**		
FLATS FORWARDING TERMINAL (FFT)	2.	**Power down and lock out power.** Power down FFT. Lock out its electrical power as prescribed by the current local procedure providing lockout/restore procedures.	4	All

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WARNING

Before opening P/LA, ensure tamper assembly is in home position, under cutter assembly, or personnel injury or equipment damage may occur. Verify by looking through the photo array labeling port.

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION											
		WORK CODE	EQUIPMENT ACRONYM						CLASS CODE		NUMBER		TYPE
		0 3	C	F	S				F	A	0 0	4	M
Equipment Nomenclature Computer Forwarding System		Equipment Model CFSII				Bulletin Filename MM08056AD				Occurrence Monthly			

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

NOTE

The following preventive maintenance procedures are found in the Flats Forwarding Terminal Maintenance and Troubleshooting Guide with supporting figures.

TAMPER ASSEMBLY RECOMMEND LEVEL 9

3. **Lubricate tamper assembly.**   5   7

1.   Open P/LA to gain access.

2.   Remove two screws and lock washers from mounting block under tamper.

WARNING

Discard solvent soaked materials according to local procedures to prevent spontaneous combustion.

NOTE

If grease is dirty, wipe off all grease and apply clean silicon grease.

3.   Redistribute silicon grease around contact edges of mounting block.

4.   Add additional silicon grease as needed.

5.   Reinstall mounting block, two screws, and lock washers.

6.   Close P/LA and secure latch.

7.   Test the tamper by running maintenance option 4. Excessive silicone grease may cause tamper to drag resulting in poor performance or fault condition.

VALVE ASSEMBLY

4. **Lubricate valve assembly.**   13   7

1.   Remove motor and valve diverter securing hardware.

2.   Remove motor and valve diverter as one unit from valve body.

3.   Redistribute silicon grease around outside edges of valve diverter.

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION									
		WORK CODE	EQUIPMENT ACRONYM				CLASS CODE		NUMBER		TYPE
		0 3	C	F	S			F A	0 0	4	M
Equipment Nomenclature Computer Forwarding System		Equipment Model CFSII				Bulletin Filename MM08056AD			Occurrence Monthly		

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

> **WARNING**
>
> **Discard solvent soaked materials according to local procedures to prevent spontaneous combustion.**

> **NOTE**
>
> If grease is dirty, wipe off all grease and apply clean silicon grease.

4. Add additional silicon grease as needed.

5. Remove filter and vacuum clean.

6. Install filter.

7. Install motor and valve diverter as a unit onto the valve body.

8. Install motor and valve diverter securing hardware.

9. Close PLA Latch.

Part or Component	Item No	Task Statement and Instruction	Est. Time	Min. Skill
WORK-STATION PC MONITOR	5.	**Clean the workstation PC monitor**. Use a soft lint free cloth and appropriate cleaner if necessary.	1	All
WORK-STATION PC KEYBOARD	6.	**Vacuum keyboard.** Vacuum keyboard to remove dust build-up.	1	All

> **WARNING**
>
> **Be cautious when working around or on equipment when power has been applied.**

Part or Component	Item No	Task Statement and Instruction	Est. Time	Min. Skill
FFT	7.	**Restore equipment to service.** Restore equipment (FFT) to service as prescribed by the current local procedure providing lockout/restore procedures.	2	7
CLEAN UP	8.	**Clean up.** Remove maintenance materials and equipment from the work area. Report all deficiencies to supervisor.	2	All

ATTACHMENT 6

COMPUTER FORWARDING SYSTEM II MASTER CHECKLIST

Flats Forwarding Terminal

03-CFS-FA-005-M

QUARTERLY

Time Total: 29 Minutes

NOTE

Time in the estimated time column is given in minutes.

Reference: MS-120, Volume D

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION								
		WORK CODE	EQUIPMENT ACRONYM				CLASS CODE		NUMBER	TYPE
		0 3	C	F	S		F	A	0 0 5	M
Equipment Nomenclature Computer Forwarding System		Equipment Model CFSII			Bulletin Filename MM08056AD			Occurrence Quarterly		

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.
SAFETY STATEMENT	1.	**COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and apply lockouts when required by this instruction. Refer to current local lockout procedures to properly shut down and lock out this machine. Open equipment and inspect dust conditions. Check for suspicious dust or unusual debris. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.** **THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED. When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used on optical equipment only when other cleaning methods cannot be used. Report safety deficiencies to your supervisor immediately upon detection.** **WARNING FOR EWP/PPE: Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.**	1	All			
FLATS FORWARDING TERMINAL (FFT)	2.	**Power down and lock out power.** Power down FFT. Lock out its electrical power as prescribed by the current local procedure providing lockout/restore procedures.	4	All			

WARNING

Before opening P/LA, ensure tamper assembly is in home position, under cutter assembly, or personnel injury or equipment damage may occur. Verify by looking through the Photo Array port opening.

CAUTION

Extreme care should be taken regarding Electrostatic Discharge (ESD) during this procedure

U.S. Postal Service		IDENTIFICATION										
Maintenance Checklist		WORK CODE	EQUIPMENT ACRONYM						CLASS CODE		NUMBER			TYPE
		0 3	C F S						F A		0 0 5			M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Quarterly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

NOTE

The following preventive maintenance procedures are found in the Flats Forwarding Terminal Maintenance and Troubleshooting Guide with supporting figures.

Part or Component	Item No	Task	Est. Time	Min. Skill
TAMPER ASSEMBLY CHECK RECOMMEND LEVEL 9	3.	**Check tamper assembly.**	2	7

1. Unlock latch and open P/LA door to gain access to tamper assembly.

2. Check tamper assembly for visible damage.

3. Manually move tamper from home position to extended position to check for looseness, binding, or grinding noises.

4. Check tamper piston for looseness, binding, cracks, and obstructions that would inhibit air flow on the top of the piston.

5. Check condition of wiring and mounting hardware. Inspect wiring for cracks in the sheath, exposed wires, and frayed wiring. Inspect mounting hardware for looseness and stripped threads.

6. Return tamper to home position.

WARNING

Use caution when near cutter blade to prevent injury.

CUTTER ASSEMBLY CHECK	4.	**Cutter assembly check.**	5	7

1. Check cutter assembly for visible damage. Turn magnet holder to manually rotate cutter stepper motor one full revolution.

2. Check cutter blade for looseness and binding.

3. Check cutter assembly mounting hardware for looseness, binding, and stripped threads.

4. Check label guide for build-up of paper dust or adhesive from labels.

5. If tamper was moved, return tamper to the home position.

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION								
		WORK CODE	EQUIPMENT ACRONYM				CLASS CODE		NUMBER	TYPE
		0 3	C F S				F A		0 0 5	M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Quarterly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.
PRINTER ASSEMBLY CHECK	5.	**Check printer.**	5	7			
		1. Check the printer's print head cable and ensure it is securely fastened. Check for cracks or fraying in the printer's drive belt. Check for bends in head cam shaft, guide post, ribbon take-up hub, and roller drive.					
		2. Check printer's mounting hardware for looseness and stripped threads.					
		3. If tamper was moved, return tamper to the home position.					
VALVE/ BLOWER ASSEMBLY CHECK	6.	**Check valve and blower assembly.**	2	7			
		1. Check valve and blower assembly for visible damage.					
		2. Check hoses for tears, holes, crimping, or loose mounting hardware.					
		3. Check mounting hardware for looseness.					
		4. Check wiring for cracked sheaths, frayed wires, and exposed wires.					
		5. If tamper was moved, return tamper to the home position.					
		6. Close P/LA and secure latch.					
FFT WORK-STATION CHECK	7.	**Check workstation.**	5	7			
		1. Check general condition of desk, including stability of legs.					
		2. Check cables and power cords for fraying or other defects.					
		3. Check chair for stability.					

WARNING

Be cautious when working around or on equipment when power has been applied.

FFT	8.	**Restore equipment to service.**	2	7			
		Restore equipment to service as prescribed by the current local procedure providing lockout/restore procedures.					

U.S. Postal Service	IDENTIFICATION													
Maintenance Checklist	WORK CODE	EQUIPMENT ACRONYM						CLASS CODE		NUMBER			TYPE
	0	3	C	F	S				F	A	0	0	5	M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Quarterly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.
FFT WORK-STATION CHECK	9.	**Check primary power box LED.** With power applied, check primary power box for LED indicating active surge suppressors.	1	7			
CLEAN UP	10.	**Clean up.** Remove maintenance materials and equipment from work area. Report all deficiencies to supervisor.	2	All			

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION									
		WORK CODE	EQUIPMENT ACRONYM				CLASS CODE		NUMBER		TYPE
		0 3	C	F	S			F	A	0 0 5	M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Quarterly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

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<u>ATTACHMENT 7</u>

COMPUTER FORWARDING SYSTEM II MASTER CHECKLIST

Flats Forwarding Terminal

03-CFS-FA-006-M

SEMI-ANNUAL

Time Total: 24 Minutes

NOTE

Time in the estimated time column is given in minutes.

Reference: MS-120, Volume D

U.S. Postal Service **Maintenance Checklist**	IDENTIFICATION					
	WORK CODE	EQUIPMENT ACRONYM		CLASS CODE	NUMBER	TYPE
	0 3	C F S		F A	0 0 6	M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Semi-Annual

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.
SAFETY STATEMENT	1.	**COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and apply lockouts when required by this instruction. Refer to current local lockout procedures to properly shut down and lock out this machine. Open equipment and inspect dust conditions. Check for suspicious dust or unusual debris. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.** **THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED.** **When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used on optical equipment only when other cleaning methods cannot be used. Report safety deficiencies to your supervisor immediately upon detection.** **WARNING FOR EWP/PPE:** **Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.**	1	All			
FLATS FORWARDING TERMINAL (FFT)	2.	**Power down and lock out power.** Power down FFT. Lock out its electrical power as prescribed by the current local procedure providing lockout/restore procedures.	4	All			

CAUTION

Use non-metallic ends on vacuum while cleaning the interior surfaces of the FFT Workstation PC. Avoid damaging the wiring and electrical components.

NOTE

The following preventive maintenance procedures are found in the Flats Forwarding Terminal Maintenance and Troubleshooting Guide with supporting figures

U.S. Postal Service	IDENTIFICATION											
Maintenance Checklist	WORK CODE	EQUIPMENT ACRONYM					CLASS CODE		NUMBER			TYPE
	0	3	C	F	S			F	A	0	0	6	M

Equipment Nomenclature	Equipment Model	Bulletin Filename	Occurrence
Computer Forwarding System	CFSII	MM08056AD	Semi-Annual

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.
WORK-STATION PC	3.	**Clean workstation PC.** 1. Remove workstation PC support bracket. 2. Disconnect cabling from the back of the workstation PC. 3. Remove the workstation PC from the FFT shelf and place on the floor. 4. Remove the workstation PC cover. 5. Carefully vacuum the interior of the workstation PC. 6. Replace the workstation PC cover. 7. Replace workstation PC on FFT shelf. 8. Re-connect all cabling to workstation PC. 9. Install workstation PC support bracket.	15	9			

> **WARNING**
>
> **Be cautious when working around or on equipment when power has been applied.**

Part or Component	Item No	Task Statement and Instruction	Est. Time Req (min)	Min. Skill Lev			
FFT	4.	**Restore equipment to service.** Restore equipment to service as prescribed by the current local procedure providing lockout/restore procedures. Verify PC communicates with FCS server and operates properly by printing test labels.	2	7			
CLEAN UP	5.	**Clean up.** Remove maintenance materials and equipment from the work area. Report all deficiencies to supervisor.	2	All			

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION								
		WORK CODE	EQUIPMENT ACRONYM				CLASS CODE	NUMBER		TYPE
		0 3	C	F	S		F A	0 0 6		M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Semi-Annual

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

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ATTACHMENT 8

COMPUTER FORWARDING SYSTEM II MASTER CHECKLIST

Forwarding Control System

03-CFS-GA-007-M

DAILY

Time Total: 11 Minutes

NOTE

Time in the estimated time column is given in minutes.

Reference: MS-120, Volume A-C

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION									
		WORK CODE	EQUIPMENT ACRONYM					CLASS CODE		NUMBER		TYPE
		0 3	C	F	S			G	A	0 0	7	M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Daily

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

SAFETY STATEMENT	1.	**COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and apply lockouts when required by this instruction. Refer to current local lockout procedures to properly shut down and lock out this machine. Open equipment and inspect dust conditions. Check for suspicious dust or unusual debris. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.**	1	All			

THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED.
When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used on optical equipment only when other cleaning methods cannot be used. Report safety deficiencies to your supervisor immediately upon detection.

WARNING FOR EWP/PPE:
Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.

<div style="text-align:center">

WARNING

</div>

Be cautious when working around or on equipment when power has been applied.

FORWARDING CONTROL SYSTEM (FCS)	2.	**Verify backup.**	5	9			

Use the Data Express Backup Utility log to verify successful tape backup of the FCS server.

1. From FCS Server, login with the Supervisor account.

2. Select Launch Data Express Backup Utility.

3. At the Data Protector Express Login, press OK.

4. Under favorites, select Recent Logs.

5. Sort the list by the Start Time in descending order.

U.S. Postal Service **Maintenance Checklist**			IDENTIFICATION											
		WORK CODE	EQUIPMENT ACRONYM					CLASS CODE		NUMBER			TYPE
		0	3	C	F	S			G	A	0	0	7	M
Equipment Nomenclature Computer Forwarding System		Equipment Model CFSII					Bulletin Filename MM08056AD				Occurrence Daily			

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

6. Verify backup took place at scheduled time.

7. Close Data Express Backup Utility.

FCS   3. **Verifying drive status.**   5   9

1. Select Launch Array Configuration Utility from the FCS Server Tray.

2. Next to Configuration View, left-click once on Show Physical View.

3. Verify that there are two drives listed under SAS Array A.

4. Under Controller State clear all status messages.

    Status message accompanied by a red X should be reported to MTSC.

5. Exit the Array Configuration Utility by selecting Exit ACU.

U.S. Postal Service		IDENTIFICATION									
Maintenance Checklist		WORK CODE	EQUIPMENT ACRONYM					CLASS CODE		NUMBER		TYPE
		0 3	C	F	S			G	A	0 0 7	M

Equipment Nomenclature	Equipment Model	Bulletin Filename	Occurrence
Computer Forwarding System	CFSII	MM08056AD	Daily

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

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ATTACHMENT 9

COMPUTER FORWARDING SYSTEM II MASTER CHECKLIST

Forwarding Control System

03-CFS-GA-008-M

WEEKLY

Time Total: 11 Minutes

NOTE

Time in the estimated time column is given in minutes.

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION							
		WORK CODE	EQUIPMENT ACRONYM			CLASS CODE	NUMBER		TYPE
		0　3	C　F　S			G　A	0　0	8	M
Equipment Nomenclature Computer Forwarding System		Equipment Model CFSII		Bulletin Filename MM08056AD			Occurrence Weekly		

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

SAFETY STATEMENT

1. **COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and apply lockouts when required by this instruction. Refer to current local lockout procedures to properly shutdown and lockout this machine. Open equipment and inspect dust conditions. Check for suspicious dust or unusual debris. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.**

   THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED.
   When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used on optical equipment only when other cleaning methods cannot be used. Report safety deficiencies to your supervisor immediately upon detection.

   WARNING FOR EWP/PPE.
   Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.

   1   All

WARNING

Be cautious when working around or on equipment when power has been applied.

FORWARDING CONTROL SYSTEM (FCS)

2. **FCS shutdown.**

   NOTE

   Performing this shutdown will re-initialize parameters and memory, promoting better system performance.

   FCS shutdown:

   1.   Select server using Raritan CompuSwitch.

   2.   Login using Supervisor Account.

   3.   From the FCS Server Tray select Shutdown.

   4.   At the Server Tray popup, select Yes.

   8   9

U.S. Postal Service		IDENTIFICATION									
Maintenance Checklist		WORK CODE	EQUIPMENT ACRONYM				CLASS CODE		NUMBER		TYPE
		0 3	C F S				G A		0 0 8		M

Equipment Nomenclature	Equipment Model	Bulletin Filename	Occurrence
Computer Forwarding System	CFSII	MM08056AD	Weekly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

Observe the following message:

"Notifying clients of Shutdown, please wait 90 sec."

5. When the system powers off, wait 30 seconds and power on the FCS Server.

FORWARDING CONTROL SYSTEM (FCS)	3.	**Cleaning tape drive**	2	9

1. Insert the HP DDS cleaning cartridge into the tape drive.

NOTE
The tape will load automatically and start the cleaning process. The cleaning process takes 60 seconds to complete.

2. Remove the tape and place an X in the next available box on the tape.

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION										
		WORK CODE	EQUIPMENT ACRONYM						CLASS CODE		NUMBER		TYPE
		0 3	C	F	S				G	A	0 0 8		M

Equipment Nomenclature Computer Forwarding System	Equipment Model CFSII	Bulletin Filename MM08056AD	Occurrence Weekly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

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ATTACHMENT 10

COMPUTER FORWARDING SYSTEM II MASTER CHECKLIST

Forwarding Control System

03-CFS-GA-009-M

Monthly

Time Total: 5 Minutes

NOTE

Time in the estimated time column is given in minutes.

U.S. Postal Service	IDENTIFICATION										
Maintenance Checklist	WORK CODE	EQUIPMENT ACRONYM					CLASS CODE		NUMBER		TYPE
	0	3	C	F	S			G	A	0	0	9	M

Equipment Nomenclature	Equipment Model	Bulletin Filename	Occurrence
Computer Forwarding System	CFSII	MM08056AD	Monthly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

| SAFETY STATEMENT | 1. | **COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and apply lockouts when required by this instruction. Refer to current local lockout procedures to properly shut down and lock out this machine. Open equipment and inspect dust conditions. Check for suspicious dust or unusual debris. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.** | 1 | All | | | |

THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED.
When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used on optical equipment only when other cleaning methods cannot be used. Report safety deficiencies to your supervisor immediately upon detection.

WARNING FOR EWP/PPE.
Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.

WARNING

Be cautious when working around or on equipment when power has been applied.

| FCS UN-INTERRUPTIBLE POWER SUPPLY | 2. | **APC UPS battery check.** | 3 | 9 | | | |

1. Log in to the FCS Server using the supervisor account.

2. Select Launch APC UPS PowerChute Console from the FCS Server Tray.

3. Login using the supervisor account and select Connect.

4. From the APC PowerChute Business Edition Basic, select VIEW.

5. Select Device Properties.

U.S. Postal Service		IDENTIFICATION													
Maintenance Checklist		WORK CODE		EQUIPMENT ACRONYM						CLASS CODE		NUMBER			TYPE
		0	3	C	F	S				G	A	0	0	9	M
Equipment Nomenclature Computer Forwarding System		Equipment Model CFSII				Bulletin Filename MM08056AD				Occurrence Monthly					

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.
		6. In Device Properties select Diagnostics.					
		7. Click on Self Test.					
		8. After the test has completed, select Close.					
		9. Select Console then Exit.					
CLEAN UP		3. **Clean up.** Remove maintenance materials and equipment from the work area. Report all deficiencies to supervisor.	1	All			

U.S. Postal Service	IDENTIFICATION									
Maintenance Checklist	WORK CODE		EQUIPMENT ACRONYM				CLASS CODE		NUMBER		TYPE
	0	3	C	F	S			G	A	0	0	9	M

Equipment Nomenclature	Equipment Model	Bulletin Filename	Occurrence
Computer Forwarding System	CFSII	MM08056AD	Monthly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.

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ATTACHMENT 11

COMPUTER FORWARDING SYSTEM II MASTER CHECKLIST

Forwarding Control System

03-CFS-GA-010-M

QUARTERLY

Time Total: 19 Minutes

NOTE

Time in the estimated time column is given in minutes.

U.S. Postal Service		IDENTIFICATION								
Maintenance Checklist		WORK CODE	EQUIPMENT ACRONYM				CLASS CODE		NUMBER	TYPE
		0 3	C F S				G A		0 1 0	M
Equipment Nomenclature Computer Forwarding System		Equipment Model CFSII		Bulletin Filename MM08056AD			Occurrence Quarterly			

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.
SAFETY STATEMENT	1.	**COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and apply lockouts when required by this instruction. Refer to current local lockout procedures to properly shut down and lock out this machine. Open equipment and inspect dust conditions. Check for suspicious dust or unusual debris. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.**	1	All			
		THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED. **When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used on optical equipment only when other cleaning methods cannot be used. Report safety deficiencies to your supervisor immediately upon detection.**					
		WARNING FOR EWP/PPE. **Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.**					

WARNING

Be cautious when working around or on equipment when power has been applied.

Part or Component	Item No	Task Statement and Instruction	Est. Time Req (min)	Min. Skill Lev			
FCS MONITOR	2.	**Clean monitor.** Use a clean lint free cloth and approved cleaner to remove dust from monitor.	1	All			
FCS KEYBOARD	3.	**Vacuum keyboard.** Vacuum keyboard to remove dust build-up.	1	All			
DOOR FILTERS	4.	**Clean filters.**	15	All			
		1. Remove front and rear door filters.					
		2. Vacuum filters.					
		3. Replace filters.					

U.S. Postal Service	IDENTIFICATION												
Maintenance Checklist	WORK CODE	EQUIPMENT ACRONYM							CLASS CODE		NUMBER		TYPE
	0	3	C	F	S				G	A	0	1	0	M

Equipment Nomenclature	Equipment Model	Bulletin Filename	Occurrence
Computer Forwarding System	CFSII	MM08056AD	Quarterly

Part or Component	Item No	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req (min)	Min. Skill Lev	Thresholds		
					Run Hours	Pieces Fed (000)	Freq.
CLEAN UP	5.	**Clean up.** Remove maintenance materials and equipment from the work area. Report all deficiencies to supervisor.	1	All			