
	GILES CHEMICAL ~ PREMIER MAGNESIA		
	Company Form		
	Title: PM Autopouch Line #4	Number: M15-PR-200-F054	
	Owner: Brook Vaughn	Revision: 00	
	Effective Date: 03/27/2015	Page: 1 of 1	

For each of the items listed below please place a check in the **Completed** column as you complete that task. For any item that is not completed please place a check in the **Not Completed** column and give a brief explanation in the **Notes** section as to why it wasn't completed.

Items to be completed	Completed	Not Completed
Auto Pouch #4 Machine	Asset Tag #:	
Clean Gripper jaws.		
Check springs on gripper arms for proper tension and attachment.		
Clean bushing(s) on gripper arms (both big hole and small).		
Check black nylon bushing for wear and replace if necessary.		
Check vacuum cups for wear and replace as necessary.		
Check vacuum lines for dust and blow out any trash or dust that is noticeable		
Change all vacuum filters (quantity of three)		
Grease all fittings on moving parts		
Change Teflon tape on seal bars and cooling bars		
Check bag		
Check leakage on scale (above platform toward machine)		
Conveyor		
Check belt connector wires for proper connection and repair and/or replace if necessary		
Clean salt and trash from around end roller		
Check drive chain and grease/oil as required for proper operation		
Tape Machine	Machine #:	Asset Tag #:
Check knives and clean		
Oil pads that knives stop on		
Clean up and blow out all trash from machine		
Check all springs (ensure they are in proper operating condition and correct tension)		
Check drive belts for wear (if worn replace them)		
Notes:		

Maintenance Signature: _____ Date: _____

Maintenance Supervisor: _____ Date: _____

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