
	GILES CHEMICAL ~ PREMIER MAGNESIA		
	Company Procedure		
	Title: Omni Belt Maintenance Requirements	Number: M12-PR-200-002	
	Owner: Robert Willis	Revision: 02	
	Effective Date: 05/15/13	Page: 1 of 2	

1.0 Purpose

The purpose of this procedure is to define the process required by maintenance to maintain the Omni Lift in the Manufacturing facility.

2.0 Scope

This procedure applies to maintaining the Omni Lift at the Manufacturing facility.

3.0 Responsibility

Maintenance is responsible for following this procedure.

4.0 Safety Considerations

All safety glasses and appropriate safety apparel is to be worn at all times while performing any maintenance within the facility. Make sure that the Omni Lift is locked out.

Safety is a condition of employment. Employees are not authorized to work in an unsafe manner and are prohibited from harming the environment of the facility or community.

5.0 Materials/Equipment

N/A



6.0 Procedure

Every Thursday shut down do the following:

1. Dig the salt out of the bottom of the Omni Belt; this will avoid excessive water getting into the bottom bearings.
2. Check Belt tension. Belt tension should be no greater than 1 ½" when pressing against the belt
3. Upper level of Omni Lift will be checked for belt breakdown and screens checked for any foreign material from Omni Lift.
4. Belt will be checked for wear. The belt is ineffective if the fingers are worn to less than ¾" in height.
5. Also check the side flanges; should be no less than ¾". The side flanges will crack or miss some portion, this is normal.
6. Check out the run off switch to make sure that the belt stay centered.

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7. Check and lubricate all bearings and idler, grease and lubricate if necessary. Make sure that they are not over lubricated. Wipe excess grease so no lubricant can get in touch with the product.

Once a month check the following:

1. Gear oil level in reducer will be checked per manufacturer's literature.
2. Check drive equipment; remove the belt guard cover and inspect V-belt tension and adjust as necessary. Replace V-belts or sheaves if worn excessively.

7.0 Reference Documents

N/A

8.0 Amendment Record

Document review- updated format using new template and numbering system.

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