

BAGMAR E		Developers Pvt. Ltd. Integrated Management System Exhaust Fan Daily Checklist														Document Number: BDP/IMSP 22 F-10 Revision Date: January 16, 2024 Rev. No.: 02																											
Block:		Exhaust Fan No:														Month:																											
SL.No	Activities	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31											
1	Check for any abnormal noise in the fan motor																																										
2	Check for any vibration																																										
3	Check the belt Condition																																										
4	Check for the functionality of the exhaust fan																																										
5	Check the canvas for any damages / leaks																																										
6	Check the Damper operation (open/close)																																										
7	Check the mesh status in exhaust duct mouth for damages																																										
8	Check the communication status with the BMS																																										
Signature of technician																																											
Date	Abnormality	Action Taken														Status														Done by													
Supervisor Sign:																BIC/ AFM/ FM Sign.																											