

Checklist

Preventive Maintenance Checklist

A simple PM checklist for teams setting up a basic preventive maintenance program.

Program Setup

- List all critical assets and service requirements.
- Define intervals by manufacturer and usage.
- Assign owners and backup responsibility.
- Prepare checklists, SOPs, and spare parts.
- Set escalation rules for overdue work.

Program Review

- Measure completion rate each month.
- Track repeat failures and root causes.
- Update intervals when reality changes.
- Review technician feedback regularly.
- Keep documentation audit-ready.

Open Actions
