

PREVENTIVE MAINTENANCE JOB ORDER

Priority	Programmed	Interval : 4M	Next PM Date	April 26-30, 2025
Machine	ETERNA Die Cut Machine	Machine Status	Offline	Date Scheduled
Code		Work Code	Servicing	Date Started
Area	KP Laguna	PM Type	Time Based	Date Completed
Instruction: Turn "OFF" main switch or unplug power supply before working on the machine.			Machine Condition / Observation: <i>operational</i>	

SCOPE OF WORK		G	NG	OTH	REMARKS
Lifter (1.0)					
1.1	Checking of hydraulic Oil level	/			
1.2	Checking of cylinder condition if worn out and have a leakage	/			
1.3	Checking of platform/plate	/			
1.4	Checking of wiring and component	/			
1.5	Checking of motor condition	/			
Feeder (2.0)					
2.1	Checking of Belts/Feeder Rollers	/			
2.2	Checking of grease nipple if intact and lubrication with grease	/			
2.3	Checking of slide guide plate if align	/			
2.4	Checking of Control Switches and retightening	/			
2.5	Checking of Solenoid Valve functionality	/			
Conveyor (3.0)					
3.1	Checking of belts condition	/			
3.2	Checking of rollers smoothness of rotation	/			
3.3	Checking of grease nipple if intact and lubrication with grease	/			
3.4	Testing of Sensor sensitivity by testing of the unit	/			
3.5	Checking & testing of Window/Limit switch	/			
3.6	Testing of Emergency Stop button Switch	/			
3.7	Checking of motor condition	/			
3.8	Checking and cleaning of vacuum & exhaust	/			
3.9	Cleaning of Air Filter	/			
Main Machine (4.0)					
4.1	Checking of Window/Limit switch	/			
4.2	Checking of Gripper Bar Rear	/			
4.3	Checking of Gripper Bar Joint	/			
4.4	Checking of Paper Support	/			
4.5	Checking of Stripping Seat Low	/			
4.6	Checking of Stripping Seat Up	/			
4.7	Cleaning and lubrication Gear/Sprocket	/			
4.8	Cleaning and lubrication of Cam Chain	/			
4.9	Checking of Die Unit Assembly (Die Plate is the existing)	/			
4.10	Checking and testing of Control Switch	/			
4.11	Checking of Hydraulic Fittings	/			
4.12	Checking of Air Fittings & Hose	/			
4.13	Testing of Emergency Stop button Switch	/			
4.14	Checking of Blade Holder	/			
4.15	Checking of Safety Door switch Assembly	/			

Delivery (5.0)

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|-----|---|---|--|--|
| 5.1 | Checking of motor condition | / | | |
| 5.2 | Checking of conveyor belts condition | / | | |
| 5.3 | Checking of cylinder condition if worn out and have a leakage | / | | |
| 5.4 | Checking of front conveyor drive | / | | |
| 5.5 | Checking of Moveable Support | / | | |

Clutch & Gear Box (6.0)

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|-----|--|---|--|--|
| 6.1 | Checking of motor condition | / | | |
| 6.2 | Cleaning and testing of Sensor | / | | |
| 6.3 | Checking of Air Fittings if there's an air leak | / | | |
| 6.4 | Checking of V-Belt condition | / | | |
| 6.5 | Checking of Plywheel condition | / | | |
| 6.6 | Checking of Main Gearbox (Life span every 5 years) | / | | |

Electrical (7.0)

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|-----|--|---|--|--|
| 7.1 | Checking and cleaning of Panel Board | / | | |
| 7.2 | Checking of wiring connection and terminal | / | | |
| 7.3 | Checking of functionality test of magnetic contactor | / | | |
| 7.4 | Checking of PLC Remote Terminal | / | | |
| 7.5 | Checking of PLC Control | / | | |
| 7.6 | Checking of Circuit Breaker | / | | |

Others (8.0)

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|-----|---------------------------|---|--|--|
| 8.1 | Accomplish PM Job Order | / | | |
| 8.2 | Posting of PM Sticker | / | | |
| 8.3 | Update PM Schedule Status | / | | |

Work Done by:

Checked by:

Acknowledge by:

D. GISALA/R. BREQUILLO/G. VIÑAS

J. LAGUANA/J. BRIZA/A. PAMULAKLAKIN

Production Leader

M-Monthly / 3M-Quarterly / 6M-Semi-Annually / A-Annually