# **General Maintenance Schedule**

### Daily

- 1. Each station should be checked for debris, styrene dust &/or media and cleaned thoroughly.
- 2. Spills should be cleaned up immediately.
- 3. Suction cups at cover remover station (as well as Cover Replacer station when equipped) should be removed and cleaned of styrene dust and media.
- 4. Sensors should be wiped clean as needed. In areas of tight access (orientation sensors, etc.) low pressure air or a fine soft brush can be used to clean.
- 5. Ensure proper lubrication of pump rotor assembly. Inspect pourset and replace worn sections as needed.

## Weekly

- 1. Inspection and functionality testing of all sensors should be done.
- 2. Vacuum Manifold should be removed and flushed bi-weekly or as spills occur, which will block suction cups and reduce cover-removing performance.
- 3. All conveyor belts should be inspected for wear or damage. Clean support rollers.
- 4. Inspect bearings, bushings, and springs in all assemblies for function and wear. Replace as needed.
- 5. Inspect drive belts and pulleys in all assemblies for function and wear. Replace as needed.
- 6. Inspect casters for function and wear. Replace as needed.

## Monthly

- 1. Replace HEPA pre-filter.
- 2. All hardware and mechanical assemblies should be inspected for security and tightness.
- 3. Main Conveyor level should be monitored for proper level and tracking of belt.
- 4. Inspection and functionality testing of all safety system components.

## Quarterly

- 1. Remove hood sections to clean hood interior.
- 2. Interior of hoods can be wiped clean at these quarterly intervals.
- 3. Air lines should be inspected for damage due to extensive cleaning over time.
- 4. Cross Conveyor slider bed(s) should be inspected and cleaned by de-tensioning belt(s) to allow access for removal of dust and debris.
- 5. Inspect particle separator on air regulator. Clean as needed.

## Annually

- 1. HEPA main filter should be replaced every 3-5 years for Microzone models and every 5-7 years for Design Filtration models.
- 2. Electrical connections should be thoroughly inspected for damage, which would result in untimely failure of electrical components (motors, drivers, sensors, etc.).

Ensure that your maintenance team always has the right parts and supplies by ordering a maintenance kit tailored to your system or facility. Package pricing is available. Request a quote by emailing <u>support@online-engineering.com</u>.



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