

**APPENDIX 1  
PREVENTIVE MAINTENANCE CHECKLIST  
EMERGENCY STANDBY GENERATORS/SWITCHES/CONTROLS**

Agency Representative: \_\_\_\_\_  
(Print Name) (Signature)

Location: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

Hour Meter: \_\_\_\_\_

Unit Mfg. \_\_\_\_\_ Model: \_\_\_\_\_ S/N: \_\_\_\_\_

Engine Mfg: \_\_\_\_\_ Model: \_\_\_\_\_ S/N: \_\_\_\_\_

Gen. Mfg. \_\_\_\_\_ Model: \_\_\_\_\_ S/N: \_\_\_\_\_

**SECTION A – COOLING SYSTEM**

**SAT. UNSAT.**  
(check one)

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 1. Engine coolant level                          | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Radiator core/heat exchanger                  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Coolant lines/connections/hoses & connections | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Water jacket heater(s)                        | <input type="checkbox"/> | <input type="checkbox"/> |

Note: Contractor is responsible for replenishing of necessary fluids where there is an unsatisfactory rating.

**SECTION B – D.C. ELECTRICAL SYSTEM**

**SAT. UNSAT.**  
(check one)

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 1. Battery(s) electrolyte level/specific gravity | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Battery compartment/heater cooperation        | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Battery connections/cables/casing             | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Shutdown mechanisms                           | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Electrical starter/alternator generator       | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Electrical system, accessories & components   | <input type="checkbox"/> | <input type="checkbox"/> |

Note: Contractor is responsible for indicator lights, indicator lamps, gauges, switches, relays, contactors, solenoids, coils, voltage regulators, sensors, fuses, pressure sensing switches, transformers, power supplies, battery cables and connections.

**SECTION C – A.C. ELECTRICAL SYSTEM**

**SAT. UNSAT.**  
(check one)

- |   |                          |                          |
|---|--------------------------|--------------------------|
| 1. A.C. wiring                                | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Battery charger                            | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Control panel/switchgear                   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. A.C. generator voltage regulator           | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Electrical system accessories & components | <input type="checkbox"/> | <input type="checkbox"/> |

Note: Contractor is responsible for the same components listed under Section B-D.C. Electrical System.

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**SECTION D – AIR INDUCTION & EXHAUST SYSTEM**

**SAT. UNSAT.**  
(check one)

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 1. Air cleaner units/oil bath and dry type | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Air induction piping and connections    | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Turbocharger/blower                     | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Exhaust manifold/piping/connections     | <input type="checkbox"/> | <input type="checkbox"/> |

Note: Contractor is responsible for replacing air cleaners, all types.

**SECTION E – POWER UNIT**

**SAT. UNSAT.**  
(check one)

- |                                     |                          |                          |
|-------------------------------------|--------------------------|--------------------------|
| 1. Generator structure              | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Clutch assembly (power take off) | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Coupling(s)                      | <input type="checkbox"/> | <input type="checkbox"/> |

**SECTION F – LUBRICATION SYSTEM**

**SAT. UNSAT.**  
(check one)

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 1. Engine oil level                        | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Engine oil change                       | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Engine oil filter change                | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Engine oil sample for analysis          | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Crankcase pressure                      | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Crankcase breather                      | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Oil leaks (hoses, connectors)           | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Engine governor oil level/linkage (UG8) | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Fan drive bearings                      | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Generator bearings                     | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Engine starter oiler (air type only)   | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Gauges and safety mechanism            | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Accessory drives                       | <input type="checkbox"/> | <input type="checkbox"/> |

Note: Contractor is responsible for replacing any and all engine oil, lubricant, filters and/or belts.

**SECTION G – FUEL SYSTEM**

**SAT. UNSAT.**  
(check one)

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 1. Fuel tank/day tank                  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Fuel filters-primary/secondary      | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Fuel system components/hoses/piping | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Gauges and Safety mechanism         | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Condensation/water in fuel          | <input type="checkbox"/> | <input type="checkbox"/> |

Note: Contractor is responsible for replacing all fuel filters (primary and secondary)

**REMARKS:**

**Technician:** \_\_\_\_\_