

Autonomous Maintenance Checklist

Performed by:	Supervisor Approval:	Date:

1. Initial Cleaning & Inspection

Task	Frequency	Status	Comments
Remove dust, grease, and production residue from surfaces	Daily	<input type="checkbox"/>	
Check for visible oil or air leaks	Daily	<input type="checkbox"/>	
Inspect belts, chains, covers for wear or misalignment	Weekly	<input type="checkbox"/>	
Clean sensor lenses and camera surfaces (if applicable)	Weekly	<input type="checkbox"/>	

2. Lubrication Standards

Task	Frequency	Status	Comments
Verify lubrication points and apply correct lubricant	Weekly	<input type="checkbox"/>	
Check oil level and clarity in gearboxes / tanks	Weekly	<input type="checkbox"/>	
Look for signs of over-lubrication or dry spots	Weekly	<input type="checkbox"/>	

3. Loose Parts and Abnormalities

Task	Frequency	Status	Comments
Tighten bolts, nuts, panels, covers	Weekly	<input type="checkbox"/>	
Check for unusual noise or vibration during operation	Daily	<input type="checkbox"/>	
Listen for air leaks or pressure drops	Daily	<input type="checkbox"/>	
Check guarding and interlocks for proper fit	Weekly	<input type="checkbox"/>	

4. Visual Safety Checks

Task	Frequency	Status	Comments
Verify safety signs and labels are clean and readable	Weekly	<input type="checkbox"/>	
Test emergency stop functionality (if allowed)	Monthly	<input type="checkbox"/>	
Ensure that safety light curtains or sensors are unobstructed	Daily	<input type="checkbox"/>	

5. Basic Functional Checks

Task	Frequency	Status	Comments
Verify buttons, switches, lights, HMI work properly	Weekly	<input type="checkbox"/>	
Observe warm-up/cool-down cycles (if applicable)	Weekly	<input type="checkbox"/>	
Check product alignment / ejection mechanisms	Weekly	<input type="checkbox"/>	
Confirm zero/start position is correct	Daily	<input type="checkbox"/>	

6. Cleaning Standards (Shine & Visual Control)

Task	Frequency	Status	Comments
Clean under and around machine (floor, cabinets)	Daily	<input type="checkbox"/>	
Clean operator panel and HMI screen	Weekly	<input type="checkbox"/>	
Remove excess packaging, paper, etc.	Daily	<input type="checkbox"/>	
Report persistent dirt accumulation	Weekly	<input type="checkbox"/>	

7. Tagging & Anomaly Reporting

Task	Frequency	Status	Comments
Place "Red Tag" or report issue for any abnormality	As needed	<input type="checkbox"/>	
Take photo or log details in maintenance system	As needed	<input type="checkbox"/>	
Follow escalation procedure if equipment unsafe	As needed	<input type="checkbox"/>	

8. Skill Development & Standards Check

Task	Frequency	Status	Comments
Review cleaning & inspection standard (SOP)	Monthly	<input type="checkbox"/>	
Participate in team AM reviews / 5S walks	Monthly	<input type="checkbox"/>	
Suggest improvements or point out hard-to-clean areas	As needed	<input type="checkbox"/>	