SERVO MOTOR PREVENTATIVE MAINTENANCE CHECKLIST

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YEAR:_____ MACHINE ID:_____ LOCATION:_____ MOTOR S/N:_____

GIVE A SUMMARY EVALUATION OF EACH SECTION WITH A PASS OR FAIL NOTATION (P) (F)

FREQUENCY: MONTHLY	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC
Connectors	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)
Detached or Loose Connections	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Ground Fault or Short Circuit	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Mounting	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)
Correct Mounting Position	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Base is Secure	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Operating Conditions	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)
Rated Load (Nm or ft lb)												
Is Load Acceptable?	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Operating Hours												
Motor Speed (rpm)												
Cables	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)
Correct Cable Size	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Noticeable Splits or Cracks	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Meets Temp Requirements	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Cooling	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)
Fan Unit Is In Good Condition	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Dust or Dirt	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Correct Liquid Type (If Applicable)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Obstructions	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Temperature	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)	(P) (F)
Motor Temp Normal	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)	(Y) (N)
Recorded Motor Temperature												

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Belts & Pulleys	P F	P F	P F	P F	P F	P F	P F	P F	P F	P F	P F	P F
Wear and Tear	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Incorrect Tension	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Misalignment	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Housing	P F	P F	P F	P F	P F	P F	P F	P F	P F	P F	P F	P F
Overall Condition	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Free of Contaminates	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Proper IP Class	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Overall Health	P F	P F	P F	P F	P F	P F	P F	P F	P F	P F	P F	P F
Noise	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Vibration	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Alarm	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N

FIELD NOTES

*Download additional **Servo Motor Checklists** at: icrservices.com/servochecklist*

FREQUENCY: YEARLY

TCMD & VCMD Waveforms	P F
Baseline Measurement Using Clamp Meter	
Voltage Waveforms (pk-pk)	
Voltage Waveforms Acceptable?	Y N
Winding & Insulating Resistance	P F
Phase to Phase Measurements Are Equal	Y N
Phase to Ground (MΩ)	
Exceeds 300MΩ?	Y N

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