

Company Name: _____

Maintenance Forms & Logs

Date: _____

Log ID: _____

Version: 1.0

Conveyor Belt Tracking Motor Amp Draw Audit Checklist

1.0 Form Objective & Asset Scope

This audit log is designed to track the condition and performance of conveyor belt systems, focusing on belt tracking accuracy and motor amp draw readings. Proper tracking and amp draw are critical for preventing belt damage, reducing energy consumption, and ensuring operational reliability. This form supports proactive maintenance and compliance with OEM specifications.

2.0 Administrative & Asset Details

Date: _____

Technician Name: _____

Machine ID / Asset Tag: _____

Conveyor Location / Line: _____

Hour Meter Reading: _____

3.0 Inspection / Parameter Checklist

- ☐ Pass ☐ Fail - Visually inspect belt for signs of misalignment, edge wear, or fraying.
- ☐ Pass ☐ Fail - Verify belt tracking is centered on head and tail pulleys under no-load conditions.
- ☐ Pass ☐ Fail - Verify belt tracking is centered on head and tail pulleys under full-load conditions.
- ☐ Pass ☐ Fail - Record motor amp draw at no-load (amps).
- ☐ Pass ☐ Fail - Record motor amp draw at full-load (amps).
- ☐ Pass ☐ Fail - Compare amp draw readings to OEM nameplate FLA (Full Load Amps) and note deviation.
- ☐ Pass ☐ Fail - Inspect belt tension and adjust if necessary per OEM specifications.
- ☐ Pass ☐ Fail - Check for debris buildup on pulleys, idlers, and belt underside.
- ☐ Pass ☐ Fail - Lubricate bearings on drive and idler pulleys as per schedule.
- ☐ Pass ☐ Fail - Verify emergency stop and pull-cord functionality.

4.0 Deficiencies & Work Order Generation

Issue Description: _____

Parts Required: _____

Priority Level (Low / Medium / High / Critical): _____

Work Order Reference Number: _____

5.0 Sign-off & Return to Operations

Maintenance Technician Signature: _____ Date: _____

Reliability Manager Review: _____ Date: _____

Operations Supervisor Approval: _____ Date: _____

Regulatory Disclaimer: This maintenance log is a generic template. The end-user assumes all liability for validating all inspection parameters, PM frequencies, and tolerances against specific OEM machinery manuals before active shop floor deployment.