

DATE _____

MONITOR CHECKLIST - SAW ROOM OPENING

Initial

- _____ 1 Turn on lights - West wall, switch identified by #1
- _____ 2 Turn on overhead fan - West wall, switch identified by #3
- _____ 3 Turn on air filtration system - West wall of Maintenance Supply Room, black box identified by #4
- _____ 4 Turn on pumps on saws #1 to #5.
- _____ 5 Check all saws for proper operation conditions. Post "OUT OF ORDER" sign if saw is not in proper working condition.
- _____ 6 Check oil level on all slab saws (#1-9). Oil must be 1/4" up on saw blade. Turn on oil pumps on saws 1 to 5, if operational. DO NOT turn on the pump for any saw with an "Out of Order" sign.
- _____ 7 Check water level in tanks under trim saws. Add water if needed
- _____ 8 Check towel dispensers. Get key from clerk and fill if needed

MONITOR CHECKLIST - SAW ROOM CLOSING

Initial

- _____ 1 15 minutes prior to closing time all machines must be shut down and cleaned
- _____ 2 Turn off all oil filter pumps on saws #1 to #5
- _____ 3 Make sure all saws and sink area are cleaned
- _____ 4 Turn off Switch #4 in Tool Room
- _____ 5 Turn off Switches 1 to 3 on West wall behind drill press