PA Plant Lubrication Checklist

A 30-minute walk-through to find the lubrication problems that cause downtime

Josh Malczak
Industrial lubrication specialist
724-406-9524 · josh@palubrication.com
www.palubrication.com

Walk your lube room and production floor with this sheet. Check each item that is **true today**. Every unchecked box is a place where dirt, water, the wrong oil or a missed interval can cost you a bearing, a pump or a shift. Most fixes are cheap.

Plant / site: _____ Walked by: _____ Date: _____

1. Storage & the lube room

- [ ] Lubricants are stored indoors, out of weather and direct sun
- [ ] Drums are on their sides on racks, or covered, so water can't pool on the lids
- [ ] Containers stay sealed between uses, with no open pails
- [ ] The lube room is clean, with no dust from grinding, sanding or traffic
- [ ] Stock is rotated first-in, first-out, with no expired or unknown products
- [ ] Food-grade (H1) products are stored separately, if you use them

2. Labeling & the right oil

- [ ] Every machine fill point is labeled with the correct product
- [ ] Labels on fill points, storage and transfer containers match, by color or code
- [ ] A written lube list shows the product, quantity and interval for every point
- [ ] There are no duplicate products doing the same job on the shelf
- [ ] New techs are trained on the lube list

3. Transfer & top-off

- [ ] Each product has its own sealed transfer container, with no buckets or coffee cans
- [ ] New oil is filtered on the way in (filter cart or filtered dispenser)
- [ ] Quick-connects are used for filling critical reservoirs
- [ ] Top-offs are recorded by machine

4. Contamination control

- [ ] Desiccant breathers are on hydraulic reservoirs and critical gearboxes
- [ ] Breather indicators are checked and changed when spent
- [ ] Target cleanliness codes (ISO 4406) are set for key hydraulic systems
- [ ] Filter changes are on schedule, with differential pressure indicators checked
- [ ] No milky or cloudy oil in sight glasses
- [ ] Cylinder rod wipers and seals are in good condition

5. Grease practices

- [ ] Each grease point has a set amount (shots) and interval
- [ ] Grease guns are labeled by product and calibrated (grams per shot known)
- [ ] Fittings are wiped clean before greasing, and caps are in place
- [ ] Electric motor bearings aren't over-greased (vent/relief plug used)
- [ ] Grease thickeners are checked for compatibility before any product change
- [ ] Auto-lube reservoirs are full and lines are delivering

6. Oil analysis

- [ ] Critical machines are identified and sampled on a schedule
- [ ] Samples come from a sample valve in the live zone, not a drain plug
- [ ] Someone owns the reports and acts on caution/critical results
- [ ] Results are trended over time, not read one at a time

7. Pennsylvania winter readiness

- [ ] Equipment near dock doors or in unheated areas is checked for water in the oil
- [ ] Outdoor gearboxes and hydraulics use a viscosity grade suitable for cold starts
- [ ] Grease for outdoor or auto-lube points still pumps in the cold (NLGI 1 or lighter where needed)
- [ ] Compressor drains and dryers work, and condensate is managed
- [ ] DEF and oil stock is kept off the floor and away from freezing and sun

8. Metalworking fluids (if used)

- [ ] Coolant concentration is checked with a refractometer at least weekly
- [ ] Tramp oil is skimmed or removed regularly
- [ ] Way oil is compatible with the coolant (separates rather than emulsifies)
- [ ] Makeup water quality is known

Your score: _____ of 40 checked. **35–40:** strong program. Keep trending. **25–34:** a few fixes would pay off fast. **Under 25:** there's real downtime risk. Start with sections 3 and 4.

Top 3 fixes from this walk-through

1. Owner: _____ Due: _____

2. Owner: _____ Due: _____

3. Owner: _____ Due: _____

Notes: machines to sample, leaks, products to remove

Want a second set of eyes? I'll walk this checklist with your maintenance lead and give you a short written summary of what I'd change. Call or text 724-406-9524, or request a review at www.palubrication.com/contact/.

Serving Erie, Crawford, Mercer, Lawrence, Warren, Venango, Clarion, Jefferson, Forest, Elk, McKean, Potter, Clearfield and Centre counties, PA. This checklist is general guidance. Always follow your equipment manufacturer's recommendations. This is a personal resource from Josh Malczak and not an official publication of any employer or manufacturer.