Inspection And Installation Check List

Yes	No	Before you begin joining make sure:
		1. The power to conveyor is disconnected
		2. Wear safety glasses
		3. Correct replacement belt is selected
		4. Correct tools are on hand
		5. All tensioning mechanisms are released
		6. Belt is threaded onto conveyor right (smooth) side up
		7. Loop edges curve back away from direction of belt travel
		8. Belt edges are tied together with wire, twine, or a plastic wire tie
Yes	**No**	**After joining/installation is completed:**
		9. Check drive sprocket alignment for 3 to 5mm clearance with Z-bends (belt joints)
		10. Check sprocket teeth alignment (Not needed if shaft is "keyed")
		11. Check position of wear strips and adjust if making contact with Z-bends (belt joints)
		12. Check belt tracking in grooved end rolls and transfer rollers
		13. Re-tighten/adjust tension
		14. Test tracking by running belt without product; adjust belt
		15. Check for proper disposal of old wire and all wire pieces
		16. Return tools to proper storage location
Yes	**No**	**Conveyor safety check:**
		17. Are the operating instructions clearly listed and posted?
		18. Are they safety guards adequate to prevent accident and injury?
		19. Are the limit switches and alarms working?
		20. Do the personnel know the location of the emergency stop/control switches?
Yes	**No**	**Routine maintenance inspection and evaluation:**
		21. Check belt surface for bent or broken wire strands; straighten or repair immediately
		22. Check joining clips (if used) for wear/damage
		23. Check all conveyor components for excessive wear (drive sprockets, blanks, wear strips, etc.) and replace if needed
		24. Check sprocket alignment for 3 to 5mm clearance
		25. Check sprocket teeth alignment (Not needed if shaft is "keyed")
		26. Check position of wear strips and adjust if making contact with Z-bends (belt joints)
		27. Check belt tracking in grooved end rolls and transfer rollers
		28. Check tension; adjust tension mechanisms as necessary
		29. Check levelness of conveyor frame
		30. Test tracking by running belt slowly without product