



# Haas Factory Outlet LLC

---

## Pre-PM Checklist

In order to maintain reasonable pricing on our Preventive Maintenance Program we ask that the following please be completed and reviewed before the technician arrives:

- ✓ The machine must be functional and operational.
- ✓ All safety features must be in place and working to the original factory specifications (guards, door switches, etc.).
- ✓ All access doors, panels, and areas around machine must be unobstructed.
- ✓ The inside of the machine must be reasonably clear of chips and debris.  
Removal of chips, sediments, or other materials to enable access to the machine is not included in the PM program. If any such labor is required hours will be documented and invoiced at our current published rates.
- ✓ All tools must be removed from the carousel/turret, if practical (call office if questions with high capacity tool changers). For lathes, at a minimum, pocket 1 in the turret must be empty. For mills, at a minimum, there should be no tooling in the spindle head.
- ✓ All fixturing must be removed from the table, again if practical. Call the office if there are complex fixtures that cannot easily be removed.

If you prefer, we can perform these functions at our normal service rates prior to starting the inspection. Cost for these services will be added to the base price of the PM.

1. All tasks listed and accomplished apply to the machine only and not to the tooling, work holding, accessories, or other peripheral equipment.
2. The customer is responsible for providing and disposing of all machine fluids.
3. If oils are needed, please inform us at time of scheduling.
4. At the completion of the PM, the customer will be notified of any issues requiring further attention. Additional work above and beyond the scope of the PM will be scheduled and billed at our current published service rates.
5. Turning Center alignments will be CHECKED ONLY. If alignment measurements are out of specification, a separate service call will need to be scheduled. Machine alignments are NOT included in the PM price.
6. Any consumable parts used will be the responsibility of the customer. Systems failures requiring parts and labor beyond the scope of the job will require a separate service call.
7. Sealers used during the maintenance process may require that the machine remain “dry” for up to 24 hours.
8. VF-10’s and larger and all horizontal machines that require leveling will need to schedule a separate service call due to time constraints and special test equipment required.