

Sheet Metal Maintenance Schedule

Daily		Date last completed			
Equipment					
Beverly Shear	Inspect the shear before use to ensure that all bolts and nuts are snug and that there is little play in the movement of the blade. Inspect the blade to see that it is clean and undamaged.				
Bar Folder	Check the guide measurement with a ruler. Adjust if necessary. Check movement of the machine and tighten assembly if needed. Check the blade for notching and fix if instructed.				
Box and Pan Break	Check that fingers are properly positioned, tightened correctly and all accounted for. Check that the blades line up and are square with the fold line; adjust if needed. If instructed file any notches or breaks out of teeth and recalibrate.				
Square Shear	The stop guides should be securely in place and the adjustment screw tightened. Check bench measurement with a ruler. Do not cut ruler. Run a piece of paper in the machine and see if it will cut on the left, middle and right side. If not see instructor.				
Spot Welder	Check that arm gap is set correctly. Check the tips for build-up. If needed use a file to clean them so that you can see copper and the tip is flat.				