



2.4m Observatory Technical Note

Date: 2007 January 1 – Version 1.4

Subject: Preventive Maintenance

Follows are lists of items to be performed on a periodic basis to keep the observatory running smoothly. This is not intended to be a list of detailed procedures, but simply a reminder check list of basic items. See respective manufacturer documentation for details as appropriate.

Daily

- check trash
- check bathrooms
- check mousetraps
- building walk-through

Weekly

- check dome lightning rails and shoes
- check generator fuel level
- check police radio
- check in Tuff shed for anything unusual
- check cell phone and police antennas

Monthly

- check dome power rails and shoes
- check dome shutter operation, check for cable play
- dust all observing floor level surfaces
- clean telescope mirrors
- check dome tire pressure: 30 psi
- vacuum all computer and UPS dust grill screens
- vacuum carpets, vestibule
- test E-Stop
- test generator: MDP 14 off
- check all HVAC for moths, clean grills
- oil woodwork

Yearly

- grease vertical dome casters
- oil dome gear boxes: each azimuth motor and shutter
- grease shutter tube rollers
- clean and dust everywhere
- wash all windows

- check light shades
- check all fans and louvers
- check fire alarm sensors
- flush fire sprinkler system
- flush water heater

Document Update History

<i>Version</i>	<i>Changes</i>
1.0	original release
1.1	Add UPS, radio, vestibule, E-Stop
1.2	Add oil woodwork
1.3	Add check antennas
1.4	Add flush water heater