Air compressor maintenance checklist

01 The visit

Compressor (name and tag)

Date

Location

Checked by (printed name)

02 Daily

7 checks

CHECK	OK	FAIL	NOTE
Receiver drain opened until only air comes, or the automatic drain's test button pressed	☐	☐	
Dryer, filter and drop-leg drains	☐	☐	
Oil level, in the sight glass (screw) or on the dipstick (piston), running or stopped as the manual says	☐	☐	
Readings into the daily log: pressure, temperature, hours, dew point	☐	☐	
Controller display	☐	☐	
Sound, vibration, the floor and package	☐	☐	
Intake and cooling air	☐	☐	

03 Weekly

5 checks

CHECK	OK	FAIL	NOTE
Leak walk at a quiet time: fittings, hoses, couplers, regulators, drains, valves	☐	☐	
Intake filter restriction indicator and prefilter panels	☐	☐	
Cooler fins on air-cooled units	☐	☐	
Inline filter pressure-drop indicators	☐	☐	
Belt and coupling guards	☐	☐	

04 Monthly

6 checks

CHECK	OK	FAIL	NOTE
Safety valves on the receiver and compressor, lifted with the lever at pressure where the maker allows	☐	☐	
Receiver pressure gauge	☐	☐	
Drive belts on piston and belt-driven units: tension, cracks, glazing, alignment	☐	☐	
Automatic drain strainer	☐	☐	
Motor bearings, greased where the motor maker calls for it	☐	☐	
Piston units: mounting bolts, flywheel and pulley set screws	☐	☐	

05 Yearly

6 checks

CHECK	OK	FAIL	NOTE
Receiver outside: shell, welds, legs, nameplate	☐	☐	
Receiver inspection where your state or province requires one	☐	☐	
Nothing between the receiver and its safety valve	☐	☐	
Full leak survey with an ultrasonic detector	☐	☐	
Pressure set point against what the plant needs	☐	☐	
Periodic inspection of the compressor's lockout procedure, by an authorized employee other than those who use it	☐	☐	

06 Daily log

DATE	HOURS	PRESSURE, PSI	DISCHARGE TEMP	DEW POINT OK	DRAINED	INITIALS

07 Defects and sign-off

Defects found, or no defects

Work orders written

Signature