



## BLACKWELL GENERATORS - MAINTENANCE RECORD

Engineer Name: \_\_\_\_\_

Date Carried Out: \_\_\_\_\_

Hours Run: \_\_\_\_\_

Next Due Date: \_\_\_\_\_

Engine Serial No: \_\_\_\_\_

Alternator Serial No: \_\_\_\_\_

### Type of Maintenance:

- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ Quarterly / Semi-Annual
- ☐ Annual

### ■ DAILY MAINTENANCE TASKS

- ☐ Inspect engine oil level; top up as needed
- ☐ Check coolant level and inspect for leaks
- ☐ Ensure sufficient fuel level and refuel if necessary
- ☐ Visually inspect for oil, fuel, or coolant leaks around the generator
- ☐ Check for unusual noises or vibrations during operation
- ☐ Review the control panel for alerts, alarms, or irregularities
- ☐ Ensure the generator is clean and free from dust and debris

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### ■ WEEKLY MAINTENANCE TASKS

- ☐ Check and clean the air filter; replace if heavily soiled
  - ☐ Inspect battery terminals for corrosion and ensure secure connections
  - ☐ Verify battery charge voltage and electrolyte levels (if applicable)
  - ☐ Run the generator under normal load to ensure proper function
  - ☐ Inspect exhaust system for signs of blockage or damage
  - ☐ Ensure the alternator and fan belts are in good condition and tensioned
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### ■ MONTHLY MAINTENANCE TASKS

- ☐ Conduct a full-function test under load conditions
- ☐ Verify automatic transfer switch operation
- ☐ Check alternator output voltage against specifications
- ☐ Inspect fuel system, including hoses and filters, for signs of wear
- ☐ Clean exterior and ensure ventilation louvers are unobstructed

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### ■ QUARTERLY / SEMI-ANNUAL MAINTENANCE TASKS

- ☐ Replace engine oil and oil filters per manufacturer's schedule
- ☐ Replace primary and secondary fuel filters
- ☐ Drain and flush coolant system if due; refill with fresh coolant
- ☐ Test control system, alarms, and emergency stop functions
- ☐ Inspect and test all electrical connections and circuit breakers

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### ■ ANNUAL MAINTENANCE TASKS

- ☐ Perform comprehensive load bank test for performance benchmarking
- ☐ Inspect and test AVR (Automatic Voltage Regulator) functionality
- ☐ Replace air filters and crankcase breather elements
- ☐ Perform full inspection of the engine block, alternator, and housing
- ☐ Review maintenance logs and update service records
- ☐ Consult OEM manual to verify service intervals and required updates

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### Description of Maintenance Carried Out:

Engineer Signature: \_\_\_\_\_

### Additional Notes: