



Maintenance Management Order

SUBJECT: Preventive Maintenance Guidelines for
Signode Bander

DATE: May 17, 2006

NO: MMO-055-06

TO: Maintenance Capable Offices

FILE CODE: F8

same: mm06076aa

MAINTENANCE MANAGEMENT ORDER

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This Maintenance Management Order (MMO) supersedes MMO-033-03. This MMO provides Preventive Maintenance (PM) guidelines for the Signode Bander with the corrected minimum skill levels.

The minimum maintenance skill level to perform each task on the various checklists is included in the Minimum Skill Level column. This does not preclude higher level employees from performing any of this work.

The work hours represented in this MMO reflect the maximum work hours required to maintain the equipment. Given local conditions, management may modify task frequencies.

WARNING

Various products which require Material Safety Data Sheets (MSDS) may be utilized during the performance of the procedures in this bulletin. Ensure the current MSDS for each product used is on file and available by all employees. When reordering such a product, it is suggested that a current MSDS be requested. Refer to MSDS for appropriate personal protective equipment.

WARNING

The use of compressed or blown air is prohibited. When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner or a damp rag must be used in place of compressed or blown air. A lint-free cloth or brush may be used only on optical equipment when other cleaning methods can not be used.

Maintenance Managers are to use these Preventive Maintenance guidelines when preparing the route sheets for local maintenance personnel.

For questions or comments concerning this bulletin contact the MTSC HelpDesk, either online at **MTSC>HELPDESK>Create/Update Tickets** or call (800) 366-4123.

Earl J. Jones
Manager
Maintenance Technical Support Center
Maintenance Policies and Programs

- Attachments:
1. Summary Workload Estimate
 2. Signode Bander Master Checklist: 03-ASD-DA-001-M: Daily
 3. Signode Bander Master Checklist: 03-ASD-DA-002-M: Weekly
 4. Signode Bander Master Checklist: 03-ASD-DA-003-M: Monthly
 5. Signode Bander Master Checklist: 03-ASD-DA-004-M: Annual

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ATTACHMENT 1

SUMMARY

WORKLOAD ESTIMATE

FOR

SIGNODE BANDER

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SUMMARY**WORKLOAD ESTIMATE
FOR
SIGNODE BANDER**

Days per Week	Routine Servicing (hrs/yr)	Repair* (hrs/yr)	Total Servicing & Repair Time (hrs/yr)	Nonproductive Time ** (hrs/yr)	Total Servicing Per Machine (hrs/yr)
7 Day	214	21	235	23.5	258.5
6 Day	193	19	212	21.2	233.2
5 Day	172	17	189	18.9	207.9

*Repair estimates based on 10% of servicing.

**Based on 10% of servicing and repair.

PM CHECKLIST TIME SUMMARY

Checklist	Checklist Times (per year)
03-ASD-DA-001-M (Daily)	8760 for 7 day/week 7512 for 6 day/week 6264 for 5 day/week
03-ASD-DA-002-M (Weekly)	3328 minutes
03-ASD-DA-003-M (Monthly)	648 minutes
03-ASD-DA-004-M (Annual)	74 minutes

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ATTACHMENT 2

SIGNODE BANDER

03-ASD-DA-001-M

DAILY

Time Total: 24 Minutes

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U.S. Postal Service Maintenance Checklist	IDENTIFICATION										
	Work Code		Equipment Acronym			Class Code		Number		Type	
	0	3	A	S	D	D	A	0	0	1	M
Equipment Nomenclature Signode Bander		Equipment Model LB 2330-LM-USPS			Bulletin Filename MM06076AA		Frequency Daily				

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
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SAFETY STATEMENT	1.	<p>COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and activate lockouts as appropriate while working on this equipment. Open equipment and inspect dust conditions. Check to ensure all employees are clear of the machine by physically walking around the entire machine. Report safety deficiencies to your supervisor immediately upon detection. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.</p>	5 MIN	All
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THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED.

When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner, a damp cloth, lint-free cloth or brush must be used in place of compressed or blown air. Report safety deficiencies to your supervisor immediately upon detection.

MACHINE	2.	<p>Power down and lockout power. Power down the machine and lockout its electrical power as prescribed by the current local lockout instructions providing lockout/restore procedures.</p>	2 MIN	All
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WARNING

Before working with or around hot knife allow knife to cool for 20 minutes.

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|--|----|--|-----------|---|
| | 3. | <p>Clean strapper.</p> <ol style="list-style-type: none"> 1. Open both top covers. 2. Remove all debris especially around the sealing head, hot knife area, feed/tension wheels, infeed wheels, and accumulator box. 3. Use a stiff brush and HEPA filtered vacuum for cleaning. 4. Close top covers. | 10
MIN | 6 |
|--|----|--|-----------|---|

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	Work Code		Equipment Acronym				Class Code		Number			Type
	0	3	A	S	D	D	A	0	0	1	M	
Equipment Nomenclature Signode Bander		Equipment Model LB 2330-LM-USPS				Bulletin Filename MM06076AA			Frequency Daily			

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
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MACHINE	4.	Restore equipment to service. Restore equipment to service as prescribed by the current local procedure providing lockout/restore procedures.	2 MIN	6
	5.	Check strapping action of Signode Bander. Strap a tub and check for proper strap weld, tension, and cutoff.	2 MIN	8
CLEAN UP	6.	Clean up. Ensure all tools, lubricants, rags, etc., are removed from the work area. Report all deficiencies to your supervisor.	3 MIN	All

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		0	3	A	S	D	D	A	0	0	1	M
Equipment Nomenclature Signode Bander		Equipment Model LB 2330-LM-USPS			Bulletin Filename MM06076AA			Frequency Daily				
Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)								Est. Time Req'd	Min. Skill Level	

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ATTACHMENT 3

SIGNODE BANDER

03-ASD-DA-002-M

WEEKLY

Time Total: 64 Minutes

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U.S. Postal Service Maintenance Checklist	IDENTIFICATION										
	Work Code		Equipment Acronym			Class Code		Number		Type	
	0	3	A	S	D	D	A	0	0	2	M
Equipment Nomenclature Signode Bander		Equipment Model LB 2330-LM-USPS			Bulletin Filename MM06076AA		Frequency Weekly				

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
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SAFETY STATEMENT	1.	<p>COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and activate lockouts as appropriate while working on this equipment. Open equipment and inspect dust conditions. Check to ensure all employees are clear of the machine by physically walking around the entire machine. Report safety deficiencies to your supervisor immediately upon detection. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.</p>	5 MIN	All
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THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED.

When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner, a damp cloth, lint-free cloth or brush must be used in place of compressed or blown air. Report safety deficiencies to your supervisor immediately upon detection.

MACHINE	2.	<p>Power down and lockout power. Power down the machine and lockout its electrical power as prescribed by the current local lockout instructions providing lockout/restore procedures.</p>	2 MIN	All
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WARNING

Before working with or around hot knife allow knife to cool for 20 minutes.

STRAP GUIDE AND PATH	3.	<p>Clean material path.</p> <ol style="list-style-type: none"> 1. Clean the feed/tension wheels and guides, and check for wear and/or damage. Report any deficiencies to the supervisor. 2. Clean the strap dust from strap path and accumulator box with soft brush. 3. Remove anvil head and clean strap dust from 1PRS lever assembly. 	20 MIN	6
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		0	3	A	S	D	D	A	0	0	2	M
Equipment Nomenclature Signode Bander		Equipment Model LB 2330-LM-USPS			Bulletin Filename MM06076AA			Frequency Weekly				
Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)							Est. Time Req'd	Min. Skill Level		

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STRAP	4.	Strap welding.	30 MIN	6
		1. Clean hot knife's top and bottom surfaces using fine grit emery paper.		
		2. Clean surrounding area with soft brush and HEPA vacuum.		
MACHINE	5.	Restore equipment to service. Restore equipment to service as prescribed by the current local procedure providing lockout/restore procedures.	2 MIN	6
	6.	Check the strapping action of the Signode Bander. Strap a tub and check for proper strap weld, tension, and cutoff.	2 MIN	8
CLEAN UP	7.	Clean up. Ensure all tools, lubricants, rags, etc., are removed from the work area. Report all deficiencies to your supervisor.	3 MIN	All

U.S. Postal Service Maintenance Checklist		IDENTIFICATION											
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		0	3	A	S	D	D	A	0	0	2	M	
Equipment Nomenclature Signode Bander		Equipment Model LB 2330-LM-USPS				Bulletin Filename MM06076AA		Frequency Weekly					
Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)							Est. Time Req'd	Min. Skill Level			

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ATTACHMENT 4

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03-ASD-DA-003-M

MONTHLY

Time Total: 54 Minutes

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	Work Code		Equipment Acronym			Class Code		Number		Type	
	0	3	A	S	D	D	A	0	0	3	M
Equipment Nomenclature Signode Bander		Equipment Model LB 2330-LM-USPS			Bulletin Filename MM06076AA		Frequency Monthly				

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
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SAFETY STATEMENT	1.	COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and activate lockouts as appropriate while working on this equipment. Open equipment and inspect dust conditions. Check to ensure all employees are clear of the machine by physically walking around the entire machine. Report safety deficiencies to your supervisor immediately upon detection. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.	5 MIN	All
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THE USE OF COMPRESSED OR BLOWN AIR IS PROHIBITED.

When cleaning is required, an alternative cleaning method such as a HEPA filtered vacuum cleaner, a damp cloth, lint-free cloth or brush must be used in place of compressed or blown air. Report safety deficiencies to your supervisor immediately upon detection.

MACHINE	2.	Power down and lockout power. Power down the machine and lockout its electrical power as prescribed by the current local lockout instructions providing lockout/restore procedures.	2 MIN	All
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WARNING

Before working with or around hot knife allow knife to cool for 20 minutes.

	3.	Check machine. <ol style="list-style-type: none"> 1. Check bearings for freedom of movement. 2. Check cams for wear. 3. Check clutch sheave and outer clutch plate for free movement. Check slip washers for proper function (replace if they don't return to original color after cleaning). Adjust clutch if necessary. 	40 MIN	8
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U.S. Postal Service Maintenance Checklist		IDENTIFICATION										
		Work Code		Equipment Acronym			Class Code		Number			Type
		0	3	A	S	D		D	A	0	0	3
Equipment Nomenclature Signode Bander		Equipment Model LB 2330-LM-USPS			Bulletin Filename MM06076AA			Frequency Monthly				
Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)									Est. Time Req'd	Min. Skill Level

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4. Check the urethane tension wheel for any possible damage. If excessive grooving takes place or gouges are happening, replace.
5. Check entire chute assembly for proper operation and alignment with head.
6. Check for loose electrical connections.
7. Check the accumulator box limit switch for proper operation.
8. Tighten all screws.

MACHINE	4.	Restore equipment to service. Restore equipment to service as prescribed by current local procedure providing lockout/restore procedures.	2 MIN	6
	5.	Check strapping action of Signode Bander. Strap a tub and check for proper strap weld, tension, and cutoff.	2 MIN	8
CLEAN UP	6.	Clean up. Ensure all tools, lubricants, rags, etc., are removed from the work area. Report all deficiencies to your supervisor.	3 MIN	All

U.S. Postal Service Maintenance Checklist		IDENTIFICATION										
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		0	3	A	S	D	D	A	0	0	3	M
Equipment Nomenclature Signode Bander		Equipment Model LB 2330-LM-USPS			Bulletin Filename MM06076AA			Frequency Monthly				
Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)							Est. Time Req'd	Min. Skill Level		

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ATTACHMENT 5

SIGNODE BANDER

03-ASD-DA-004-M

ANNUAL

Time Total: 74 Minutes

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U.S. Postal Service Maintenance Checklist	IDENTIFICATION										
	Work Code		Equipment Acronym			Class Code		Number		Type	
	0	3	A	S	D	D	A	0	0	4	M
Equipment Nomenclature Signode Bander		Equipment Model LB 2330-LM-USPS			Bulletin Filename MM06076AA		Frequency Annual				

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
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SAFETY STATEMENT	1.	<p>COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and activate lockouts as appropriate while working on this equipment. Open equipment and inspect dust conditions. Check to ensure all employees are clear of the machine by physically walking around the entire machine. Report safety deficiencies to your supervisor immediately upon detection. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment.</p>	5 MIN	All
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MACHINE	2.	<p>Power down and lockout power. Power down the machine and lockout its electrical power as prescribed by current local lockout instructions providing lockout/restore procedures.</p>	2 MIN	6
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WARNING

Before working with or around hot knife allow knife to cool for 20 minutes.

MACHINE	3.	<p>Check machine.</p> <ol style="list-style-type: none"> 1. Check the electrical enclosure gasket for wear or damage. Replace if necessary. 2. Check head assembly. Replace loop grip pivot arm assembly. 3. Check head pivot shaft and bearings (replace if necessary). 	60 MIN	8
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MACHINE	4.	<p>Restore equipment to service. Restore equipment to service as prescribed by the current local procedure providing lockout/restore procedures.</p>	2 MIN	4
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U.S. Postal Service Maintenance Checklist	IDENTIFICATION											
	Work Code		Equipment Acronym				Class Code		Number			Type
	0	3	A	S	D	D	A	0	0	4	M	
Equipment Nomenclature Signode Bander		Equipment Model LB 2330-LM-USPS				Bulletin Filename MM06076AA			Frequency Annual			

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
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5. **Check strapping action of Signode Bander.** Strap a tub and check for proper strap weld, tension, and cutoff. 2 8
MIN

CLEAN UP

6. **Clean up.** Ensure all tools, lubricants, rags, etc., are removed from the work area. Report all deficiencies to your supervisor. 3 All
MIN

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