

Maintenance Work Order

Submitted
Oct 6, 2026, 4:15 PM CDT

Reference
DEMO2187

Submitted by
Priya Nair (fictional example)

Responses

Work Order Number	MWO-2187
Date Reported	2026-10-06
Reported By	Sam Ortiz, line lead
Asset / Equipment ID	CONV-C3
Asset Location	Packaging line 2, Lakeview Packaging (fictional example)
Maintenance Type	Corrective
Priority	High

Problem / Task Description

Oil leaking from the conveyor C-3 gearbox output shaft. Line stopped to keep oil off the belt.

Equipment Down?	Yes
Downtime (hours)	2.5
Assigned Technician	Priya Nair

Work Performed

Drained the gearbox, replaced the output shaft seal, refilled with gear oil, and cleaned the belt and frame. Ran 30 minutes under load with no leak.
Recommend checking the seals on C-1 and C-2 at their next scheduled maintenance.

Root Cause

Seal hardened and cracked with age. Original seal installed in 2019.

Parts and Labor

Description	Qty	Unit price	Amount
Gearbox oil seal kit	1	\$64.00	\$64.00
Gear oil, 1 qt	2	\$18.00	\$36.00
Repair labor	2.5	\$85.00	\$212.50
Subtotal			\$312.50
Total			\$312.50

StatusCompleted

Follow-up Needed?Yes

Next Maintenance Due2027-01-06

Before / After Photos



Photo 1 · Before / After Photos

Completion Date2026-10-06

Technician Signature

Priya Nair

DEMO SIGNATURE - NOT VALID

Supervisor Sign-off

Sam Ortiz

DEMO SIGNATURE - NOT VALID
