



## Annual Tune-Up (PM) Maintenance Checklist

Note: This checklist is to be completed by the BECCA Certified Personnel. This checklist is to be used on BECCA Wash Paint Gun Cleaners and Solvent Saver Recyclers. This Check List should be sent to BECCA to maintain records on the unit.

Please Return Form To: **BECCA Inc.** **Fax: 800-655-5684**  
**2010 Cobb International Blvd Ste H OR 770-419-9438**  
**Kennesaw, GA 30152**

### Site Information: (Please Print)

Customer: \_\_\_\_\_ Certified Start-Up Date \_\_\_\_\_  
Address: \_\_\_\_\_ Certified Personnel: \_\_\_\_\_  
City: \_\_\_\_\_ Organization Name: \_\_\_\_\_  
State & Zip: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Owner/Contact: \_\_\_\_\_ National Account/Distributor: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### Equipment Name and Model (check one):

- System Combo (Fill Out Both Model # & Serial # Below)
- Gun Washer Only Model #: \_\_\_\_\_ Serial #: \_\_\_\_\_
- Recycler Only Model #: \_\_\_\_\_ Serial #: \_\_\_\_\_

### Maintenance Checklist Review:

*Make sure each point has been reviewed and appropriate maintenance and replacements are made.*

### Required Annual Items

*These items will insure the safety and continued top performance of the equipment*

### BECCA Wash™ Paint Gun Washer



1. Manual Flow Brush & Coil Hose (824611) have been replaced \_\_\_ Yes \_\_\_ No  
Note: Manual Flow Brush Black Hose (Older model units) should be replaced with new flexible designed Red Hose.



2. Exhaust Filter (824588-2) has been replaced \_\_\_ Yes \_\_\_ No



3. Compressed Air Filter Cartridges (824016) have been replaced \_\_\_ Yes \_\_\_ No

## BECCA Solvent Saver™ Recycler



1. Lid Gasket (see Tech Bulletin No 6 for proper selection) has been replaced \_\_\_ Yes \_\_\_ No
2. Thermic Oil (630066 – 1 gal) (1500 Hours or Annual Replacement Item) has been replaced \_\_\_ Yes \_\_\_ No  
*Note: Oil volumes - 2 Gallons for 9711 - 3 gallon Recycler / 3 Gallons for 9725 - 6 gallon recycler*

### Annual Review Items

#### BECCA Wash™ Paint Gun Washer

##### Safety Items

1. Safety Ground Clips (823079) are secure. \_\_\_ Yes \_\_\_ No - Clips have been replaced \_\_\_ Yes \_\_\_ No
2. Solvent Containers are made of materials capable of Grounding. \_\_\_ Yes \_\_\_ No – Containers have been replaced \_\_\_ Yes \_\_\_ No
3. Gun Washer Ground Strap is in place and attached to Ground. \_\_\_ Yes \_\_\_ No – Ground strap has been replaced and attached \_\_\_ Yes \_\_\_ No
4. General Area is per the codes found in the General Arrangement Drawing. . \_\_\_ Yes \_\_\_ No – Corrective measures were taken \_\_\_ Yes \_\_\_ No

#### BECCA Wash™ Paint Gun Washer

##### Performance Items

1. Is Strainer clear of debris and in good condition to make sure free flow of solvent? \_\_\_ Yes \_\_\_ No – Strainers (824624) have been replaced \_\_\_ Yes \_\_\_ No
2. All fluid lines leading to and in the Control box are free of kinks or leaks. \_\_\_ Yes \_\_\_ No – Lines and/or fittings have been replaced \_\_\_ Yes \_\_\_ No
3. Pumps (824549R) have been reviewed and cleaned around check valve for paint build-up and are in good condition. \_\_\_ Yes \_\_\_ No – Pump has been replaced \_\_\_ Yes \_\_\_ No
4. Control Valves have been reviewed for damage and are in good condition. \_\_\_ Yes \_\_\_ No – Valves have been replaced \_\_\_ Yes \_\_\_ No
5. Hands Free Wash Basin spray nozzles (spray nozzle 824554 or mount nozzle 824589) have been reviewed for corrosion and tightness \_\_\_ N/A \_\_\_ Yes \_\_\_ No – Nozzles have been replaced \_\_\_ Yes \_\_\_ No
6. Are Hands Free Gun Clips (825053) present and in working order. \_\_\_ N/A \_\_\_ Yes \_\_\_ No – Gun Clips have been replaced \_\_\_ Yes \_\_\_ No
7. Manual Flow Brush Red Hose is present and in good working condition. \_\_\_ N/A \_\_\_ Yes \_\_\_ No – Red Hose has been replaced \_\_\_ Yes \_\_\_ No
8. Manual Spray is in good working order. \_\_\_ N/A \_\_\_ Yes \_\_\_ No – Manual Spray Nozzle has been replaced \_\_\_ Yes \_\_\_ No

- ✍ 9. Exhaust duct is in tact with no leakage. .  Yes  No – Flex Connector or duct has been replaced or repaired  Yes  No
- ✍ 10. Other. Explain \_\_\_\_\_  
\_\_\_\_\_
- ✍ **II.** Other. Explain \_\_\_\_\_  
\_\_\_\_\_

## **BECCA Wash™ Paint Gun Washer**

### **Cosmetic Items**

- ✍ 1. All Labels are present and legible including controls, safety labels, maintenance contact #'s.  Yes  No – Labels have been replaced  Yes  No
- ✍ 2. Customer has been made aware of Becca Care Cover™ for maintenance of the appearance of the product.  Yes  No-Becca Care Cover™ has been installed  Yes  No

## **BECCA Solvent Saver™ Recycler**

### **Safety Items**

- ✍ 1. Safety Ground Clips (823079) are secure.  Yes  No – Clips have been replaced  Yes  No
- ✍ 2. Solvent Containers are made of materials capable of Grounding.  Yes  No – Containers have been replaced  Yes  No
- ✍ 3. Recycler Ground Strap is in place and attached to Ground.  Yes  No – Ground strap has been replaced and attached  Yes  No
- ✍ 4. General Area is per the codes found in the General Arrangement Drawing. .  Yes  No – Corrective measures were taken  Yes  No

## **BECCA Solvent Saver™ Recycler**

### **Performance Items**

- ✍ 1. Lid/Spring and Handle have been reviewed and are in good working condition.  Yes  No – Lid/Spring and/or Handle have been replaced  Yes  No
- ✍ 2. Unloading Valves has been reviewed and is in good condition.  Yes  No – Valve has been replaced  Yes  No
- ✍ 3. Bag Retaining Ring is in good condition (Must be to reduce amount of solvent getting behind bag)  Yes  No – Retaining Ring has been replaced  Yes  No
- ✍ 4. Condenser has been blown out w/ Compressed air internally and externally  Yes  No – Condenser needs replaced  Yes  No
- ✍ 5. All Airflow grids are free of obstructions.  Yes  No – Air Grids have been cleared of obstructions  Yes  No

- ✍ 6. Review Control System using Becca Tester. \_\_\_ Yes \_\_\_ No – Repair failed items \_\_\_ Yes \_\_\_ No
- ✍ 7. Blow out electrical cabinet area. \_\_\_ Yes \_\_\_ No
- ✍ 8. All fluid lines leading to and in the Control box are free of kinks or leaks. \_\_\_ Yes \_\_\_ No – Lines and/or fittings have been replaced \_\_\_ Yes \_\_\_ No
- ✍ 9. Stainless Steel Bowl is clean. \_\_\_ Yes \_\_\_ No – Cleaned with non-sparking tools \_\_\_ Yes \_\_\_ No  
**Note: It is important to remove all residues from the bottom of the Boiler. We recommend using 600 grit sandpaper with a mild cleaner .**
- ✍ 10. Customer has a supply of Thermal Recycler Bags and contact number for ease of ordering. \_\_\_ Yes \_\_\_ No – Thermal Recycler Bags & Information supplied \_\_\_ Yes \_\_\_ No
- ✍ 11. Unit Still Bottom is of what consistency? \_\_\_ Dry Puck \_\_\_ Rubbery Puck \_\_\_ Slurry Puck \_\_\_ Quart or more of Liquid. Adjustments made (Heat or Time) \_\_\_\_\_
- ✍ 12. Other. Explain \_\_\_\_\_  
 \_\_\_\_\_
- ✍ 13. Other. Explain \_\_\_\_\_  
 \_\_\_\_\_

**BECCA Solvent Saver™ Recycler**  
**Cosmetic Items**

- ✍ 1. All decals are present and legible including controls, safety labels, maintenance contact #'s. \_\_\_ Yes \_\_\_ No – Labels have been replaced \_\_\_ Yes \_\_\_ No
- ✍ 2. Customer has been made aware of Becca Protect™ for maintenance of the appearance of the product. \_\_\_ Yes \_\_\_ No - Becca Protect™ has been installed \_\_\_ Yes \_\_\_ No

***Personnel Training Review: (If Personnel have not been trained)***

It is important that everyone concerned with the operation and maintenance of the equipment be trained in the safety procedures contained in the operation and maintenance manuals. Has everyone been trained on?

## BECCA Wash Paint Gun Washer

**Operation: All of this is reviewed in the “Operators Guide”**

- ✍ 1. Proper Attire when using the Gun Cleaner including eye protection, gloves and painters suit, and breathable air etc? \_\_\_ Yes \_\_\_ No
- ✍ 2. Demonstrate and explain the operation of the Control Panel?  
\_\_\_ Yes \_\_\_ No
- ✍ 3. Demonstrate and explain the operation of the Automatic Wash System (Including placement of Spray Gun Parts, Extension Tube, and Spray Gun Trigger Clip)? \_\_\_ Yes \_\_\_ No
- ✍ 4. Demonstrate and explain the operation of the Manual Wash System? (Including Brush and Spray)  
\_\_\_ Yes \_\_\_ No
- ✍ 5. Reviewed with Customer the life expectancy of the Manual Brush is dependent on Solvents used and will range from 6 month to 1 year? \_\_\_ Yes \_\_\_ No
- ✍ 6. Location and operation of the Exhaust Venturi device to assure removal of fumes? \_\_\_ Yes \_\_\_ No

### **Maintenance:**

- ✍ 1. The customer knows who to call for Service and where to purchase BECCA replacement and service parts (see label inside access door)? \_\_\_ Yes \_\_\_ No
- ✍ 2. The customer has the Operator's Guide and Instruction Manual and has been made aware of the proper maintenance procedures, schedules and equipment warranty?  
\_\_\_ Yes \_\_\_ No
- ✍ 3. The customer has been made aware of the safety section of the Instruction Manual?  
\_\_\_ Yes \_\_\_ No

## BECCA Solvent Saver Recycler

**Operation: All of this is reviewed in the “Operators Guide”**

- ✍ 1. Proper Attire when using the Solvent Recycler including eye protection, gloves and painters suit, and breathable air, etc? \_\_\_ Yes \_\_\_ No
- ✍ 2. Demonstrate and explain the operation of the Control Panel?  
\_\_\_ Yes \_\_\_ No
- ✍ 3. Demonstrate and explain the operating Principals of the Recycler? \_\_\_ Yes \_\_\_ No
- ✍ 4. Identified location and operation of safety disconnect switch? \_\_\_ Yes \_\_\_ No
- ✍ 5. Bag Life of Maximum 2 cycles has been explained and customer knows how to acquire?  
\_\_\_ Yes \_\_\_ No
- ✍ 6. Proper Disposal of the Still Bottom Waste left in the Bag **(It is Hazardous Waste and should be treated as so until otherwise proven and signed off by the local EPA and the Landfill Operator.)**? \_\_\_ Yes \_\_\_ No

**Maintenance:**

- ✍ 1. The customer knows where to purchase BECCA replacement and service parts?  
\_\_\_ Yes \_\_\_ No
- ✍ 2. The customer has been provided with the operator's manual and maintenance manual and has been made aware of the proper maintenance procedures, schedules and equipment warranty?  
\_\_\_ Yes \_\_\_ No
- ✍ 3. The customer has been made aware of the safety section of the manual?  
\_\_\_ Yes \_\_\_ No

**Name and position of individuals trained:**

Name:

Position:

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***Important Review:***

- ✍ The Customer understands that the Still Bottom Waste left in the Recycle Bag is considered Hazardous Waste until proven different and signed off by the local EPA and the Landfill Operator? \_\_\_ Yes \_\_\_ No

Open Items

Responsible Party

Expected completion date

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Customer Signature

Date

BECCA Representative

Date