maintenance management order

UNITED STATES POSTAL SERVICE™

SUBJECT: PM Guidelines for Container Loader Package (CLP)	**DATE:** July 14, 1998
	NO: MMO-039-98
TO: Bulk Mail Centers	**FILE CODE:** Y
	dewa:M94117AD

Online Change Record		
Change #	**Date**	**Description of Change**
1	4/25/2022	Attachment 2, corrected skill level 4, no longer in use, to level 7.

This Maintenance Management Order (MMO) provides Preventive Maintenance (PM) guidelines for Container Loader Package (CLP) and supersedes Maintenance Checklist B046.

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.

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.

The attached master checklist provides tasks to be performed at periodic intervals (as noted in the frequency column), the time required per task, and the minimum skill level for each task.

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

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

Rex M. Gallaher
Manager
Maintenance Technical Support Center
Maintenance Policies and Programs

Attachments: 1. Summary of Revised Workload Estimate
2. Container Loader Package (CLP) Master Checklist

ATTACHMENT 1

-SUMMARY-

REVISED WORKLOAD ESTIMATE

FOR

CONTAINER LOADER PACKAGE (CLP)

Routine Servicing (hrs/yr)	Repair* (hrs/yr)	Total Servicing & Repair Time (hrs/yr)	Nonproductive Time 'em (hrs/yr)	Total Servicing Per Machine (hrs/yr)
6.9	2.1	9.0	0.9	9.9

*   Repair estimates based on 30% of servicing.
**   Based on 10% of total servicing and repair.

TIME TOTALS

Quarterly Time Total: 1.4 Hrs. ***

Annual Time Total: 0.9 Hrs. ***

2 Year Time Total: 0.8 Hrs. ***

NOTE

The time shown does not allow for multiple assemblies on any equipment. Should multiple assemblies exist, the time must be modified at the local level to account for those occurrences. Other unique site conditions that requires additional time are to be addressed at the local level.

*** These times are provided for data entry for the MARS System.

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ATTACHMENT 2

CONTAINER LOADER PACKAGE (CLP) MASTER CHECKLIST

03-CONTL-BA-001-M

The "Part or Component" column for each step on the Master Checklist provides a "Frequency Code" designation followed by a letter or series of letters. These letters correspond to the frequency codes as published in MS-63 and specify the frequency for which that instruction (step) must be performed. These frequency codes are in compliance with NMICS superseding route structure. The possible frequencies and their codes are given in the table below:

Table 2-1. MS-63 (NMICS) Frequency-Codes

CODE	FREQUENCY	DESCRIPTION
A	ANNUAL	Once every 13 APs.
B	BI-WEEKLY	Once every 2 weeks
C	BI-MONTHLY	Once every 2 APs.
D	DAILY	Once a day; 7 days a week.
E	DAILY	Once a day; 6 days a week.
F	DAILY	Once a day; 5 days a week.
G	DAILY	Once a day; 4 days a week.
H	DAILY	Once a day; 3 days a week.
J	SEMI-WEEKLY	2 days a week.
K	BI-ANNUAL	Once every 2 years.
L	TRI-ANNUAL	Once every 3 years.
M	MONTHLY	Once every AP.
N	QUAD-ANNUAL	Once every 4 years.
P	QUINT-ANNUAL	Once every 5 years.
Q	QUARTERLY	4 times every 13 APs.
S	SEMI-ANNUAL	Twice every 13 AP.
T	TOURLY	3 times a day; 7 days a week.
U	TOURLY	Twice a day; 7 days a week.
V	TOURLY	3 times a day; 6 days a week.
W	WEEKLY	Once a week.
X	TOURLY	Twice a day; 6 days a week.
Y	TOURLY	3 times a day; 5 days a week.
Z	TOURLY	Twice a day; 5 days a week.

U.S. Postal Service	IDENTIFICATION						
Maintenance Checklist	Work Code	Equipment Acronym		Class Code	Number		Type
	0 **3**	**C** **O** **N** **T** **L**		**B** **A**	**0** **0** **1**		**M**
Equipment Nomenclature **CONTAINER LOADER PACKAGE (CLP)**	Equipment Model		Bulletin Filename **M94117AD**		Frequency **ALL**		

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
SAFETY STATEMENT Frequency Code -Q-A-K-	1.	**COMPLY WITH ALL SAFETY PRECAUTIONS. - Disconnect power and activate lockouts as appropriate while working on this equipment. Where air pressure is required for cleaning, use a low air pressure (30 psi or less) air source. Eye protection (goggles or face shield) must be used when utilizing compressed air for cleaning. Check to ensure all employees are clear of the machine. Report safety deficiencies to your supervisor immediately upon detection.**	3 min	All
SYSTEM Frequency Code: -Q-A---	2.	**CHECK FOR MAIL. -** Look for loose mail while performing all activities.	2.5 min	7
SYSTEM Frequency Code: -Q-A-K-	3.	**POWER DOWN AND LOCKOUT POWER. -** Power down the equipment and lockout its electrical power as prescribed by the procedures contained in, or locally developed in accordance with, the current Maintenance Management Order (MMO) providing lockout/restore procedures.	3 min	All

-CG-1 CRADLE ASSEMBLY
 	
Frequency Code:
-Q-A---
	4.	**CHECK LIFTING MECHANISM. -** Check lifting mechanism as follows:
		
		   1. Examine the lifting mechanism to make sure:
		
		      a. All pins are secure with retainers in place.
		
		      b. All bolts and fasteners are tight.
		
		      c. The pin and rod end on the ball end is secure.
		
		   2. Apply light oil to rod end and all pivot points.
			6 min	7

U.S. Postal Service	IDENTIFICATION					
Maintenance Checklist	Work Code	Equipment Acronym	Class Code	Number		Type
	0 3	C O N T L	B A	0 0	1	M
Equipment Nomenclature **CONTAINER LOADER PACKAGE (CLP)**	Equipment Model	Bulletin Filename **M94117AD**	Frequency **ALL**			

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
-CG-1 CRADLE ASSEMBLY (Cont.) Frequency Code: -Q-A---	5.	**CHECK AND CLEAN BALL SCREWS. -** Check and clean ball screws as follows: 1. Examine the ball screw grooves for accumulation of foreign matter. 2. Using cleaning fluid or solvents, remove dirt from grooves. 3. Inspect the grooves for signs of wear, pitting, gouges, corrosion, spalling, or brinelling. 4. Relube ball screw with GR-2. **WARNING** **Discard solvent soaked materials according to local procedures to prevent spontaneous combustion.**	12 min	7
Frequency Code: -Q-A---	6.	**CHECK FLEXIBLE COUPLING. -** Using both hands, twist both halves of the flexible coupling in opposite directions and feel for excessive play.	1 min	7
Frequency Code: -Q-A---	7.	**CHECK CRADLE STOPS. -** Check stops for proper adjustment and general condition.	1 min	7
Frequency Code: -Q-A---	8.	**CHECK LOWER MOTOR SUPPORT PIN. -** Check the lower motor support pin located at the back of the machine, near the floor. The pin should be in the middle of the slot when the cradle is at rest in the down position. Adjust the LSCD limit switch arm to provide this positioning.	6 min	7

U.S. Postal Service **Maintenance Checklist**		IDENTIFICATION					
		Work Code	Equipment Acronym	Class Code	Number		Type
		0 3	C O N T L	B A	0 0 1		M
Equipment Nomenclature **CONTAINER LOADER PACKAGE (CLP)**		Equipment Model		Bulletin Filename **M94117AD**	Frequency **ALL**		

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
-CG-1 CRADLE ASSEMBLY (Cont.) Frequency Code: ---A---	9.	**CHECK BRAKE -** Check brake for proper operation, adjust if necessary.	6 min	7
Frequency Code: ---A---	10.	**CHECK WELDMENTS. -** Examine frame for cracks, distortion, or other damage.	1 min	7

WARNING

Eye protection (goggles or face shield) must be worn when using compressed air for cleaning.

Part or Component	Item No.	Task Statement and Instruction	Est. Time Req'd	Min. Skill Level
-EC-1 ELECTRICAL COMPONENTS Frequency Code: -Q-A---	11.	**CHECK AND CLEAN CONTROL PANEL. -** Check and clean control panel as follows: 1. Remove dirt and dust from exterior of panel. 2. Open panel door, vacuum or blow dirt and dust from interior of panel. 3. Look for burnt or damaged components, bare or burnt wiring, and damaged insulation. 4. Check motor starter contacts for wear, dirt, and arcing. 5. Check inside and outside of panel for damage and loose connections. 6. Clean or replace as necessary. 7. Close panel door.	21 min	7

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		0 3	C O N T L	B A	0 0 1		M
Equipment Nomenclature **CONTAINER LOADER PACKAGE (CLP)**		Equipment Model	Bulletin Filename **M94117AD**	Frequency **ALL**			

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
-EC-1 ELECTRICAL COMPONENTS (Cont.) Frequency Code: -Q-A---	12.	**CHECK AND CLEAN PHOTO-SENSOR. -** Check and clean photo-sensor as follows: 1. Check photocell housing and lens for tightness and alignment. 2. Clean photocell housing and lens.	3 min	7
Frequency Code: -Q-A---	13.	**CHECK LIMIT SWITCH. -** Check limit switch as follows: 1. Check the limit switch arms for tightness, wear, and bending. 2. Make sure that positive contact is made with the mating machine member.	3 min	7
Frequency Code: --Q---A-	14.	**CHECK PAD SWITCH. -** Check pad switch for the following: 1. Proper mounting. 2. Frayed wires. 3. Proper operation.	2 min	7
Frequency Code: ---A---	15.	**CHECK GENERAL WIRING. -** Examine machine wiring for chafing of insulation and improper or faulty terminal connections.	6 min	7
-GA-1 PARCEL GATE ASSEMBLY Frequency Code: ---A---	16.	**CHECK REDUCER OIL LEVEL. -** Check reducer oil level as follows: 1. Remove oil level plug to determine level of lubricant in gear case. 2. Add lubricant as required. 3. Reinstall oil level plug.	2 min	7

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		0 3	C O N T L	B A	0 0 1		M
Equipment Nomenclature **CONTAINER LOADER PACKAGE (CLP)**		Equipment Model	Bulletin Filename **M94117AD**	Frequency **ALL**			

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
-GA-1 PARCEL GATE ASSEMBLY (Cont.) Frequency Code: ------K-	17.	**CHANGE OIL IN REDUCER. -** Change oil in reducer as follows: 1. Remove oil level and drain plugs. 2. Drain old lubricant from gear case. 3. Replace drain plug and fill gear case until oil flows from level plug opening. 4. Replace level plug and wipe up any spillage.	15 min	7
-DB-1 DRAW BAR ASSEMBLY Frequency Code: ---A---	18.	**CHECK REDUCER OIL LEVEL. -** Check reducer oil level as follows: 1. Remove oil level plug to determine level of lubricant in gear case. 2. Add lubricant as required. 3. Reinstall oil level plug.	2 min	7
Frequency Code: ---A---	19.	**CHECK AND LUBRICATE DRAW BAR DRIVE. -** Check and lubricate draw bar drive as follows: 1. Remove cover plate. 2. Check chain for tightness, security of ends, and excessive wear on chain and sprockets. 3. Wipe draw bar shaft with a light oil. 4. Drop oil in holes on draw bar shaft supports until full. 5. Brush lubricant on chain if dry. 6. Inspect electrical cable to tow pin switch for signs of scuffing, cracking, or broken insulation. 7. Reinstall cover.	12 min	7

U.S. Postal Service		IDENTIFICATION									
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		0	3	C	O	N	T	L	B	A	0	0	1	M
Equipment Nomenclature **CONTAINER LOADER PACKAGE (CLP)**		Equipment Model		Bulletin Filename **M94117AD**		Frequency **ALL**					

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
-DB-1 DRAW BAR ASSEMBLY (Cont.) Frequency Code: ------K-	20.	**CHANGE OIL IN REDUCER. -** 1. Remove oil level drain plugs. 2. Drain old lubricant from gear case. 3. Replace drain plug and fill gear case until oil flows from level plug opening. 4. Replace level plug and wipe up any spillage.	15 min	7
-FS-1 FRAME ASSEMBLY Frequency Code: ---A---	21.	**CHECK WELDMENTS. -** Examine frame for cracks, distortion, or other damage.	1 min	7
Frequency Code: ---A---	22.	**CLEAN, LUBRICATE, AND CHECK FLANGE BEARINGS. -** Clean, lubricate, and check flange bearings as follows: 1. Wipe bearing clean. 2. Apply GR-2 grease to bearings through grease fittings. 3. Wipe excess grease from bearings. 4. Examine bearings for corrosion or other evidence of bearings failure. 5. Wrench test hold down bolts and set screws for security.	3 min	7

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	0 3	C O N T L	B A	0 0 1		M
Equipment Nomenclature **CONTAINER LOADER PACKAGE (CLP)**	Equipment Model		Bulletin Filename **M94117AD**	Frequency **ALL**		

Part or Component	Item No.	Task Statement and Instruction (Comply with all current safety precautions)	Est. Time Req'd	Min. Skill Level
SAFETY GATE ASSEMBLY Frequency Code: ---Q-A-	23.	**CHECK SAFETY GATE -** Check safety gate as follows: 1. Check safety gate and its component parts for proper operation and damage. 2. Check safety gate limit switch for proper operation. 3. Check limit switch wiring for damage and secure mounting.	5 min	7

WARNING

**Eye protection (goggles or face shield)
must be worn when using compressed air
for cleaning.**

Part or Component	Item No.	Task Statement and Instruction	Est. Time Req'd	Min. Skill Level
Frequency Code: ---A---	24.	**CLEAN CONTAINER LOADER -** Vacuum/blow/wipe entire container loader and frame to insure that it is free of dust, dirt, and oil smudges.	20 min	7
CLEAN-UP Frequency Code: ----Q---A-K	26.	**CLEAN-UP. -** Ensure all tools, lubricants, rags, etc., are removed from the work area. Report all deficiencies to your supervisor.	3 min	All
SYSTEM Frequency Code: ----Q--A-K	25.	**RESTORE EQUIPMENT TO SERVICE. -** Restore equipment to service as prescribed by the procedures contained in, or locally developed in accordance with, the current Maintenance Management Order (MMO) providing lockout/restore procedures.	3 min	All

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		0 3	C O N T L				B A		0 0 1		M
Equipment Nomenclature **CONTAINER LOADER PACKAGE (CLP)**		Equipment Model		Bulletin Filename **M94117AD**			Frequency **ALL**				

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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WARNING

Be cautious when working around or on equipment when power has been applied.

START-UP
 	
Frequency Code:
----Q--A-K
	27.	**START-UP. -** Perform normal start-up procedures as follows:
		
		    1. Start or preset equipment.
		
		    2. Check for proper operation.
		
		Report all deficiencies to your supervisor in order to initiate any necessary work orders to make necessary repairs, or to remove excessive debris.
			5 min	All