MAINTENANCE TECHNICAL SUPPORT CENTER HEADQUARTERS MAINTENANCE OPERATIONS UNITED STATES POSTAL SERVICE

Maintenance Management Order POSTAL SERVICETM

- **SUBJECT:** Operational and Preventive Maintenance Guidelines for Automated Flat Sorter Machine 100 Ink Jet Canceller (IJCAFSM)
- **DATE:** October 30, 2012

NO: MMO-127-12

FILE CODE: H8F

TO: AFSM 100 Ink Jet Canceller Enabled Sites

afre:mm10064ac

		Online Change Record
Change #	Date	Description of Change
4	10/07/2020	In Attachment 2, Task 8, Step 2 changed to "Verify the Rollover time is set to 06:59"
3	08/31/2020	In Attachment 4, after Task 1, added a new Task 2, MIS Mail Report and updated the Workload Estimate table.
2	06/30/2020	In Attachment 2, Item No. 8, Ink Jet Canceller, inserted a new Step 1 and Step 2 and added 1 minute to the task time.
1	06/07/2018	Updated Attachment 2 item 8. Also updated time roll-up.

This Maintenance Management Order (MMO) provides Operational and Preventive Maintenance Guidelines for Automated Flat Sorter Machine 100 Ink Jet Canceller (IJCAFSM). The acronym is IJCAFSM. The class code is AA.

A number of tasks in this bulletin require power to be removed before they can be performed. It is recommended to complete these tasks in conjunction with the AFSM100 eCBM tasks to take advantage of the machine already being locked out. In the event these tasks can not be coordinated with the AFSM100 daily PM, time is allocated to perform a maintenance procedure that directs power to be removed and a lockout device installed.

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.

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

WARNING

Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.

WARNING

Various products requiring 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 to all employees. When reordering such a product, it is suggested that current MSDS be requested. Refer to MSDS for appropriate personal protective equipment.

WARNING

The use of compressed or blown air is prohibited. An alternative cleaning method such as a HEPA filtered vacuum cleaner, a damp rag, lint-free cloth, or brush must be used in place of compressed or blown air.

Maintenance Managers are to use these preventive maintenance guidelines when preparing the route sheets for local maintenance personnel. It is the responsibility of each Maintenance Manager to ensure all WARNINGS, CAUTIONS, and NOTES are included with each applicable task as part of the preparation of any local route sheets.

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

apri

Robert E. Albert Manager Maintenance Technical Support Center HQ Maintenance Operations

Attachments:

- 1. Summary of Workload Estimate for IJCAFSM
- 2. IJCAFSM Master Checklist: 03-IJCAFSM-AA-001-M: Daily PM
- 3. IJCAFSM Master Checklist: 03-IJCAFSM-AA-002-M: Weekly PM
- 4. IJCAFSM Master Checklist: 09-IJCAFSM-AA-001-M: Operational Maintenance

ATTACHMENT 1

SUMMARY

WORKLOAD ESTIMATE

FOR IJCAFSM

SUMMARY

WORKLOAD ESTIMATE

FOR IJCAFSM

	Routine		Routine Servicing +	Non-	Total Servicing		ional Maint otal Servicir	
Operation	Servicing (hrs/yr)	Repair* (hrs/yr)	Repair Time (hrs/yr)	productive Time** (hrs/yr)	Per Machine (hrs/yr)	1 Tour (hrs/yr)	2 Tours (hrs/yr)	3 Tours (hrs/yr)
5	169.00	50.70	219.70	10.99	230.69	347.69		
6	202.80	60.84	263.64	13.18	276.82	417.22		

NOTES:

*Repair estimates based on 30% of servicing.

**Based on 5% of total servicing and repair.

***Operational maintenance time is 117 hours for 5 days and 140.4 hours for 6 days.

ATTACHMENT 2

IJCAFSM MASTER CHECKLIST

03-IJCAFSM-AA-001-M

DAILY

Time Total: 39 Minutes

MMO-127-12

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Equipment Nomenclatu AFSM100 Ink	eller	Equ	ipme M				ORE		В			name 064A0		Frequ	· · ·	Daily		
Part or Component	Part or Item							nstru ety pr		ions)			Est. Time	Min. Skill		Th	reshold	s
Component	(Com	, vi		04110		cy pi	coaut	10113)			Req (min)	Lev	Run Hours	5	ieces Fed	Weeks	

SAFETY STATEMENT	1.	COMPLY WITH ALL SAFETY PRECAUTIONS. Disconnect power and apply lockouts when required by this instruction. Refer to current local lockout procedures to properly shut down and lock out this machine. Open equipment and inspect dust conditions. Check for suspicious dust or unusual debris. If any unusual substance is found notify supervisor prior to proceeding with any further action on the equipment. 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 on optical equipment only when other cleaning methods cannot be used. Report safety deficiencies to your supervisor immediately upon detection. WARNING FOR EWP/PPE: Steps contained in this bulletin may require the use of Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.		All		
PERSONAL PROTECTIVE EQUIPMENT		WARNING Before performing the following steps you must don the appropriate PPE. Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements.				
INFEED STATION	2.	 Shut off Infeed station and perform the following maintenance procedures: 1. Open infeed front doors. 2. Turn circuit breaker Q1 off by rotating handle CCW. 3. Install lockout device on Q1. 4. Verify load side of Q1 reads 0 VAC using a volt meter. 5. Close infeed front doors. 	5	All		

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Equipment Nomenclature AFSM100 Ink Je		celler	Equipme		el H ENC	ORE	-	Bulletin File	ename 0064A	C	Frequer	ncy Daily	
	ot Oan		1							0		Daily	
Part or Component	Item No	(Task Comply wi		ient and irrent sa			ns)	Est. Time	Min. Skill		Threshold	
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									()			(000)	
		6. Remo	ove PPE	after	perfori	ming	the ab	ove					
		steps	i.										
INK JET CANCELLER	3.	Remove maintena			eller (l.	JC) a	nd pla	ice on	2	9			
			the FIC		dule to	p cov	l rear						
		2. Exter	nd the 37 tenance			orinte	e						
			e the IJC			by po	sition.						
			ok the w										
			s located of the F				e of the	e top					
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				WA	RNIN	G							
		waste	dispos , refer nt Mat S).	to p	rocedu	ures	outlir	ned in					
		6. Clear	n any ink	from	the IJ	C bas	e plate	Э.					
			n any ink [.] back pl		the IJ(C wine	dow ol	n the					
MOUNTING PLATE	4.	Perform	the follo	owing	on IJ	C:			1	9			
ASSEMBLY				WA	RNIN	G							
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			CAUTION ot over tighten the ink t						
			ening the ink bottle may e cap to break.	cause the					
			CAUTION not wipe or blot the es. Wiping or blotting m es.						
			CAUTION						
		wipes	manufacturer recommer s and foam swabs when ing tasks associated with	performing					
		the IJC b	check the ink bottle on the i base plate assembly. If an ir eplace by:						
		1. Rem	oving empty ink bottle.						
		bottle	oving ink bottle shipping ca e and installing the shipping ty ink bottle. Properly disca e.	cap onto					
		port,	ting the new ink bottle into aligning the arrow with the en. Do not over tighten.						
INK JET CANCELLER	5.	When	rint Head. WARNING a disposing of ink or inl e, refer to procedures ant Material Safety Da	outlined in	3	9			

(MSDS).

engine.

2.

1. Using prescribed Clean Wipes only; NSN 7930-07-000-4113, fold three clean wipes in half and place flat under the front of engine.

Do not touch or come in contact with the print

While holding the Clean Wipes in place, use

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		throug until i hold (appro 3. Using print-l engin	ther hand gh a full (nk is exp Clean Wi vximately nead rub e being o e orifices														
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CANCELLER			y align th			tina r	Joto	~~~		hly		9					
			he IJC b					a5:	Sem	ibiy							
		2. Place	the IJC	in the	orint p	ositio	on.										
		hooks	the wirin located of the F	on the	unde	erside											
		4. Retur opera	n the 37 itional po		Tag P	rinte	r to tl	he									
		5. Close doors	the FIC	S mod	ule top	p cov	er a	nd	rear								
PERSONAL				WAF	RNING	;											
PROTECTIVE EQUIPMENT		you m to the	e perfor iust don current for appr	rming the a Electi	the pprop ical V	follo oriate Vork	PPI Plar	Ē. F n (E	Refe EWF	ər P)							
	7.	Remove	lockout	device	and	pow	er or	n.			5	9	1				
STATION		1. Open	infeed fr	ront do	ors.												
		2. Remo Q1.	ove locko	out dev	ice fro	om ci	rcuit	bre	eake	er							
	,	3. Turn	Q1 on by	/ rotatii	ng CW	V.											
		4. Close	infeed f	ront do	ors.												
		5. Remo steps		after p	erforn	ning	he a	aboʻ	ve								

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Part or Component	Item No	((Task bly wit					tion ecauti	ons)		Est. Time Req (min)	Lev		Run Hours	Pie	eshold eces [:] ed 000)	s Weeks
INK JET CANCELLER		Place IJC 1. Open 2. Place 3. Close 4. Remo steps	the the the the ove I	FIC: IJC FIC	S mo in th S mo	odule le St odul	and e top	By p cov	ositio er.				5	9					
CLEAN UP		are remov	n up. Ensure all tools, lubricants, rags, etc. emoved from the work area. Report all encies to your supervisor.											9					

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ATTACHMENT 3

IJCAFSM MASTER CHECKLIST

03-IJCAFSM-AA-002-M

WEEKLY

Time Total: 39 Minutes

NOTE

This weekly checklist includes all daily tasks. Therefore it supersedes the daily checklist on the day this checklist is performed.

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		clear	ling task	s associate	d with the	IJC.					
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				e front and ri ‹. Replace as							
		to m	ost recer	nt version of	MS-178 IJ						
		Sup	plement f	or filter locat	ion.						
				CAUTION	J						
			not enr	ay directly		nrint					
				ay at a 45							
		towa	rds the r	ub bar of th	e print he	ad.					
		2. Use	Spray A	way, NSN 79	30-07-000	-4112, to					
		clear	n print er	igine orifices							
				WARNING	3						
		Whe	ı disnos	ing of ink	or ink sat	urated					
		wast	e, refer	to procedu	ures outlin	ned in					
		curre (MSD		erial Safety	y Data S	Sheets					
				ink from the /stem, and th							
		asse	mbly usi	ng approved	cleaner ar	nd lint free					
		wipe orific	•	careful not to	contact pr	int engine					
FRONT LOWER DECK	5.			otosensor.			2	9			
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			Clean V					e for Ip the ink					
				•				•					
			ig new C :-head ru										
		engi	ne being	caref									
		engi	ne orifice	es.									
INK JET CANCELLER	7.	Return I	JC to FI	CS m	odule	•			1	9			
CANCELLER			tly align the IJC					assembl	У				
		2. Plac	e the IJC	C in th	e print	posit	on.						
		hool	k the wir ks locate er of the l	d on t	he und	lersid							
							vr + - 1						
		4. Retu oper	rational p			rinte	er lo l	le					
		5. Clos door		CS mo	odule t	ор со	ver ai	nd rear					

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Maintenance		list	WOF						MEN NYM	Т			CL	ASS ODE	N	JMBEF	२	TYPE
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Equipment Nomenclature AFSM100 Ink J	et Cano	eller	Equip				NCC	ORE					ename)064A(С	Freque	ncy Wee	ekly	
Part or	Item						and I				.)		Est.	Min.		Thres	hold	S
Component	No		(Comply	/ WI	in all	currei	nt safe	ety pr	ecauti	ION	5)		Time Req (min)	Skill Lev	Run Hours	Piec Fe (00	d	Weeks
PERSONAL PROTECTIVE EQUIPMENT		y R (I	efore pe ou mus efer to th EWP) M equireme	to neo 1Mo	ormi don curr O	ing the	e ap Elec	follo										
INFEED	8.	Rem	ove lock	out	t de	vice	and	роу		5	9							
STATION		1. (Open infe	ed	fron	t doo	ors.	-										
		2. I	' Remove lo ୁ1					om c	ircuit	t b	reake	ər						
		3.	Furn Q1 o	n b	oy ro	otatin	g CV	V.										
		4. (Close infe	ed	fron	nt doo	ors.											
			Remove F steps.	PE	E aft	er pe	erforr	ning	the	ab	ove							
INK JET	9.	Che	ck for the	e qi	ualit	ty of	the	cano	cella	tio	n ma	ark.	5	9				
CANCELLER		1. I	Press Sta	rt b	outto	n on	IJC	Con	trol p	bar	el.							
			The greer o solid.	n la	imp	shou	uld c	han	ge fro	om	l flas	hing						
		3. I	Make the	infe	eed	run r	eady	<i>ı</i> .										
			eed thre cancellatio				s and	d an	alyze	ə f	or pr	oper						
			Verify alig referring to Suppleme Adjustmer cancellation he Distan	nost al Ha or th marl	rece andb ne pla k car	ent ve ook f acem n be	ersio or th nent mad	n of I ie IJ(of the e by	ng									
PERSONAL					V	VAR	NING	;										
PROTECTIVE EQUIPMENT		y R (I	efore pe ou mus lefer to th EWP) N equireme	to neo 1M0	don curr O	the	e ap Elec	pro trica	priat	PPE	n							

U.S. Postal S	Service									ID	DENTIF	ICAT	ION						
Maintenance	Check	liet		DRK			_		MENT	-			-	LASS		NU	MBE	२	TYPE
Maintenance	Oneek	151	0	DE 3		J	C	ACRC A	F	S	ым		A			0	0	2	М
Equipment Nomenclature AFSM100 Ink Je		eller	•	ipmer	nt Mo ARS	del	-		•		Bulleti				F	requer	-	_	
Part or	Item			Task									Est.	Min.			Three	hold	S
Component	No	((Comp	oly wit	h all c	currer	it safe	ety pro	ecauti	on	s)		Time Req (min)	Skill Lev		Run Iours	Piec Fe (00	d	Weeks
INK JET	10.	Place IJ	C in	Sta	nd B	by .						5	9						
CANCELLER		1. Oper	n the	e FIC	CS m	odu	e to	р со	/er.										
		2. Plac	e the	e IJC	in t	he S	tanc	l By	oosit	io	n.								
		3. Clos	e th	e FIC	CS m	nodu	le to	р со	ver.										
		4. Rem step:		PPE	E afte	er pe	rforr	ning	the a	ab	ove								
CLEAN UP	11.	Clean up are remo deficienc	oved	fron	n the	wor	k ar	ea.				D.,	1	9					

MMO-127-12 Maintenance Technical Support Center U.S. Postal Service IDENTIFICATION EQUIPMENT NUMBER WORK CLASS TYPE **Maintenance Checklist** CODE ACRONYM CODE 0 3 J С А F S М А А 0 0 2 Μ T Equipment Nomenclature Equipment Model **Bulletin Filename** Frequency AFSM100 Ink Jet Canceller MM10064AC MARSH ENCORE Weekly Task Statement and Instruction Part or Est. Min. Thresholds Item Component No (Comply with all current safety precautions) Time Skill Run Pieces Weeks Req Lev Hours Fed (min) (000)

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ATTACHMENT 4

IJCAFSM MASTER CHECKLIST

09-IJCAFSM-AA-001-M

Operational Maintenance

Time Total: 27 Minutes

MMO-127-12

U.S. Postal S	Service									IDE	NTIF	CAT	ION					
Maintenance	Checkl	ist	-	DRK DDE					MEN NYN					ASS DDE	1	IUME	ER	TYPE
	Equipment Nomenclature						С	А	F	S	Μ		Α	A	0	0	1	М
Equipment Nomenclature AFSM100 Ink Je	eller	Equ	ipmei M		_{del} SH E	NCC	DRE		В			name 064A0	2	Frequ		Tour		
Part or Component	Item No	(Task Statement and Instruction (Comply with all current safety precaution										Est. Time Req (min)	Min. Skill Lev	Run Hour	P	resholo ieces Fed 000)	ds Weeks

SAFETY STATEMENT	1.	 WARNING: Be careful when working around or on equipment when power has been applied. Some of the following tasks require that the machine be running. Take precautions to prevent hair, clothing, tools, and test equipment from being caught in moving parts. WARNING: When disposing of ink or ink saturated waste, refer to procedures outlined in current Material Safety Data Sheets (MSDS). WARNING FOR EWP/PPE: Steps in this procedure may require you to wear appropriate Personal Protective Equipment (PPE). Refer to the current Electrical Work Plan (EWP) MMO for appropriate PPE requirements. 	5	All		
MIS MAIL REPORT	2.	 Ensure Cancel Counts Reporting to MIS Check Online Reports during cancelations. Access MIS Online Reports and verify Canceled count is incrementing. Refer to Knowledge Base (KB) <u>KB0013785</u> for steps to access the Online Reports and find the Canceled count. If Canceled counts are not reporting in the Online Reports while actively canceling, immediately notify supervisor and reference KB0012212 to troubleshoot the issue. 	3	9		
INK JET CANCELLER	3.	 Check for the quality of cancellation mark. Inspect sorted mail pieces. 1. Remove and inspect the most recent sorted mail pieces from flat trays. 2. Make sure the cancellation is legible. 3. If the cancellation is not legible, perform a light purge by performing remaining items through item 7. 4. If cancellation is legible, go to item 7. 	5	9		

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Maintenance	Check	liet	WORK			EQUIF					ASS	NU	JMBEF	२	TYPE
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Equipment Nomenclature			Equipme			A	Г		ulletin File		A	-	•	1	IVI
AFSM100 Ink Je		celler		IARSH		ORE				2064A	С	Freque	То	ur	
											-				
Part or	Item			Stateme						Est.	Min.		Thres	hold	s
Component	No	(Comply wit	th all cur	rent sa	atety pr	ecauti	ons)		Time Reg	Skill Lev	Run	Piec	es	Weeks
										(min)		Hours	Fee (000	d	
PERSONAL					RNIN										
PROTECTIVE															
EQUIPMENT		Befor	e perfo	rming	the	teps									
		you	must d	lon th	PE.										
			to the c						Plan PPE						
		(EWP requi) MMC rements		a	oprop	riate		FFE						
INFEED STATION	4.	Shut off following				•		he		5	All				
			down F <i>l</i> amera.	ARC, C	CoBC	R, 37	PC, a	and	power						
		2. Oper	n infeed f	ront de	oors.										
		3. Turn CCW	circuit bi /.	reaker	Q1 o	ff by ı	otatir	ng h	nandle						
		4. Insta	II lockout	t devic	e on (Q1.									
			y load sid neter.	de of C)1 rea	ads 0	ng a								
		6. Close	e infeed	front d	oors.										
		Remove	PPE afte	er perfo	ormin	g the	abov	e st	teps.						

MMO-127-12												chnic	al Su	upport C	Center
U.S. Posta			WOR	K		E	QUIPI		IDEN	TIFIC	ATION CI	LASS	N	NUMBER	TYPE
Maintenance	e Check	list		E 9 I	J	С	ACRO		S	м	C A		0	0 1	M
Equipment Nomenclatu AFSM100 Ink		eller	Equip	nent N	-					etin F	ilename 10064A		Frequ		
Part or	Item				temen						Est.	Min.		Threshol	ds
Component	No	(Comply	with a	II curre	nt saf	ety pre	cautio	ns)		Time Req (min)	Skill Lev	Run Hours		Weeks
INK JET	5.	Light Pr	int He	ad P	urge.						2	9			
CANCELLER		1. Oper door	n the F s.	ICS	modu	le to	o cov	er an	d rea	ar					
			nd the				orinter	to th	e						
		3. Place the IJC in the standby position.													
		hook	ook the s loca of the	ted o	n the	unde	erside								
			ig with nting p le.							ance					
		syste amor Clea	orm a em pur unt of n Wipe orifices	ge bi ink ru es, N	ulb pa ins do SN 79	ortiall wn t 930-0	y, unt he or)7-00	il a si fices	mall . Ho	d					
					WAR	NING	;								
		waste	n disp e, refe ent M IS).	er to	pro	cedu	res (outlir	ned	in					
INK JET CANCELLER	6.	Return t	he IJC								1	9			
		2. Gent	tly alig the IJ	n the	IJC n	noun	ting p	late a	asse	mbly	,				
			e the I												
		4. Hooł hook	k the w s loca or of the	viring ted o	harne n the	ess o unde	ver th erside	e su							
			rn the ationa			ag F	rinter	to th	e						
		6. Clos door	e the F s.	ICS	modu	ile to	p cov	er an	d re	ar					

U.S. Postal S	Service								ENTIFI	CATIC						
Maintenance	Check	list	WORK CODE			QUIP ACRO	MENT NYM	Γ				LASS ODE	NU	JMBE	R	TYPE
			0 9	I J	С	A	F	S	М		Α	A	0	0	1	М
Equipment Nomenclature			Equipme					E	Bulletin			_	Freque			
AFSM100 Ink Je	et Cano	celler	M	IARSH	NCC	RE			MN	/100	64A	C		Т	our	
Part or	Item		Task	Statemen	t and li	nstruc	tion				Est.	Min.		Three	shold	s
Component	No	(Comply wit					ons))	г	ïme	Skill				-
											Req min)	Lev	Run Hours	Pie Fe		Weeks
										`	,			(00		
PERSONAL PROTECTIVE EQUIPMENT		you		lon the	the f ap	ollov prop	riate									
	you must don the appropriate Refer to the current Electrical Work (EWP) MMO for appropriate requirements.															
INFEED	7.	Remove	lockout	device	and	pow	er or	n .			5	9				
STATION		1. Oper	n infeed f	front doo	ors.											
		2. Rem	ove lock	out devi	ce fro	m Q	1									
		3. Turn	circuit bi	reaker C)1 on	by r	otatir	ng (CW.							
		4. Close	e infeed t	front do	ors.											
		5. Rem steps	ove PPE 8.	after pe	erform	ning	the a	ıbo	ve							
	6. Restore FARC, CoBCR, 37PC, and came to operational condition.															
AFSM100	8.	Return t	he mail	pieces t	o the	flat	tray			1	All					