# Equipment Maintenance Log

**Purpose:** This document is used to systematically record and track equipment maintenance activities, schedules, and repairs. Its goal is to improve reliability and minimize downtime of manufacturing equipment.

## Equipment Details

|  |  |  |  |
| --- | --- | --- | --- |
| **Equipment Name** | **Serial Number** | **Location** | **Responsible Technician** |
| {equipmentName} | {serialNumber} | {location} | {technician} |

## Maintenance Schedule

|  |  |  |
| --- | --- | --- |
| **Task** | **Frequency** | **Next Due Date** |
| {#schedule}{task} | {frequency} | {nextDate}{/schedule} |

## Maintenance Log

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Description** | **Performed By** | **Result** |
| {#logs}{date} | {description} | {performedBy} | {result}{/logs} |

## Repair History

|  |  |  |  |
| --- | --- | --- | --- |
| **Repair Date** | **Issue** | **Resolution** | **Downtime (hrs)** |
| {#repairs}{repairDate} | {issue} | {resolution} | {downtime}{/repairs} |

## Spare Parts Used

{#parts}

* **{partName}** – Quantity: {quantityUsed}, Replaced on: {replacementDate}

{/parts}

## Inspection Checklist

{#checklist}

1. **{checkItem}**: {status}

{/checklist}

## Notes

*{notes}*

## Next Planned Maintenance

Date: {nextPlannedDate}

Assigned Technician: {assignedTechnician}