

Maintenance Check List

For Go Bagger® 250 Portable Bagger



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These checklists should be customized based on your experiences and advice from Rotochopper customer service. These checklists provide brief directions; you may find more detailed information in your machines owners manual.

Location: _____

Machine SN: _____ Hours on Machine: _____

Daily Prestart Maintenance:

- 1.) Check the engine fuel, coolant, hydraulic fluid and engine oil levels.
- 2.) Check nuts, bolts, and set screws for signs of loosening; tighten if needed.
- 3.) Check the condition of the hopper belt. Check the spiral tail pulley for material build-up.
- 4.) Check the Emergency Stop button. Press the button in, then attempt to start the machine. The Emergency Stop system should prevent the machine from starting. If you detect any problems with the Emergency Stop system, contact customer service immediately.
- 5.) Check the condition of your fire extinguisher(s).
- 6.) Review safety guidelines and proper operating procedures with personnel. Check each person for proper personal protection gear.

* Comments _____

Daily Shut Down Maintenance:

- 1.) Clean out all loose debris from on, under, and around the entire machine, including the battery and engine. If possible, use compressed air to blow off fine dust and debris. Regular and thorough cleaning is the best defense against fire.
- 2.) Clean out debris around and under the hopper belt(s).
- 3.) Perform a walk-around inspection of the complete unit; inspect closely for any signs of fire.
- 4.) Inspect hoses and fittings for signs of leakage or damage.
- 5.) Check the fluid sight gauge of the hydraulic tank. The temperature should not exceed 180° F. If the pressure gauge shows a pressure of 25 psi or higher, the filter should be replaced. If the filter becomes plugged, the fluid will bypass it, potentially sending contaminants throughout the system.
- 6.) Check all bearings for unusual heat or any indication that they have moved on the shafts.

* Comments _____

40 Hours:

- 1.) Thoroughly inspect the condition of all moving parts every 40 hours or more frequently.
- 2.) Check the 2-piece drive couple, motor mounting brackets, hopper belt, and generator drive belt.
- 3.) Check sealer parts.
- 4.) Check Teflon cloth every 40 hours. Change the cloth once it appears burnt out or worn out.
- 5.) Check sealer heating element.
- 6.) Lubricate bearings. If possible, apply grease just after shutting down, when bearings are still warm.

* Comments _____

6 Months:

- 1.) Check hydraulic reservoir and fluid. (See owner's manual for specific instructions.)

* Comments _____