

5S Lubrication Checklist

Maintain clean, efficient, and contamination-free lubrication zones

Location: _____ Date: _____

Inspected by: _____

1. SORT – Remove what is not needed

- ☐ Are only essential lubricants, tools, and equipment present in the area?
- ☐ Are expired, incorrect, or contaminated lubricants disposed of safely?
- ☐ Are empty or damaged containers removed?

2. SET IN ORDER – Organise for efficiency

- ☐ Are all lubrication tools stored in designated places?
- ☐ Are containers clearly labelled with contents, use, and expiry?
- ☐ Is there a clear system for identifying lubricants (e.g., colour coding)?
- ☐ Are handling tools (funnels, pumps, etc.) separated to prevent cross-contamination?

3. SHINE – Clean and inspect regularly

- ☐ Is the lubrication area free of spills, leaks, and grime?
- ☐ Are containers, pumps, and fittings clean and intact?
- ☐ Are spills cleaned up immediately using appropriate absorbents?

4. STANDARDISE – Create consistency

- ☐ Are inspection and cleaning routines documented and followed?
- ☐ Are standard procedures available for transferring and applying lubricants?
- ☐ Are filters, breathers, and seals inspected on a regular schedule?

5. SUSTAIN – Make it a habit

- ☐ Are team members trained on lubrication best practices?
- ☐ Is there a responsible person assigned to maintain lubrication cleanliness?
- ☐ Are regular audits conducted and actions taken?

Notes & Actions:

Tip: Post this checklist in each lubrication area. Review weekly.
Update and train as part of your reliability programme.