

Lubrication Organisation & Planning Checklist

Use this checklist to assess how well your lubrication strategy is structured and planned. Tick off each item that applies to your site or organisation. A fully ticked list is a strong indicator of a proactive and reliable lubrication programme.

- ☐ All assets and lube points are registered in a database or CMMS
- ☐ Each lube point has documented lubricant type, quantity, and frequency
- ☐ Lubrication schedules are created and regularly maintained
- ☐ Work orders or route sheets are used to guide technicians
- ☐ Lubrication duties are assigned to specific roles or individuals
- ☐ Lubrication tasks are logged and tracked (digitally or on paper)
- ☐ Reports or dashboards show task completion and overdue work
- ☐ Team members have access to current lubrication procedures and diagrams
- ☐ Changes (e.g. new equipment or products) are updated in the system promptly
- ☐ KPIs for lubrication (e.g. task completion, re-lube frequency) are monitored