LUBRICATION RELIABILITY™

Lubricant Transfer Checklist

Dispense with precision. Use this checklist to verify that the right lubricant is transferred through a clean, controlled and traceable process.

Machine / Equipment		**Date**	
Lubricant / Grade		**Operator**	
Source container / Batch		**Work order / Reference**	

1. Identify

- [ ] Is this the correct lubricant for the machine?
- [ ] Is the lubricant correctly identified and clearly labelled?
- [ ] Is the lubricant grade / viscosity correct?
- [ ] Is the source container sealed and in good condition?

2. Inspect the transfer equipment

- [ ] Is the pump clean and suitable for the lubricant?
- [ ] Are the hose, nozzle and couplings clean?
- [ ] Is the hose dedicated to this lubricant or suitably cleaned?
- [ ] Are hose ends and couplings protected from dirt when not in use?
- [ ] Are seals, fittings and connections in good condition?

3. Control contamination

- [ ] Is the transfer path closed or otherwise protected from the environment?
- [ ] Are open funnels and open pouring avoided?
- [ ] Is the transfer equipment free from residue of other lubricants?
- [ ] Is cross-contamination prevented through dedicated equipment / colour coding?
- [ ] Are moisture and airborne contamination risks controlled?

4. Filter correctly

- [ ] Is filtration required for this application?
- [ ] What ISO 4406 cleanliness target applies?
- [ ] Is the selected filter capable of achieving the required cleanliness?
- [ ] Is the filter efficiency / Beta ratio known and appropriate?
- [ ] Is the filter suitable for the lubricant and required flow rate?
- [ ] Is water removal required in addition to particulate filtration?
- [ ] Is the filter condition / differential pressure acceptable?

5. Dispense safely

☐	Is the dispensing point clean and correctly identified?
☐	Is the correct quantity being transferred?
☐	Are bonding / grounding controls required for the lubricant or application?
☐	Have the applicable SDS, site safety and hazardous-area requirements been considered?

6. Verify & document

☐	Where required, has lubricant cleanliness been measured?
☐	Does the measured ISO 4406 code meet the target?
☐	Has water contamination been checked where applicable?
☐	Has the transfer been recorded for traceability?
☐	Have batch number, quantity, filter information and cleanliness results been documented where required?

Cleanliness verification

Target ISO 4406		**Measured ISO 4406**	
Water result (if applicable)		**Filter ID / condition**	

STOP if: the lubricant cannot be positively identified, the transfer equipment is contaminated, the required cleanliness target cannot be achieved, or a safety requirement has not been addressed.

The goal is not simply to transfer lubricant. The goal is to deliver lubricant in the condition the machine needs.