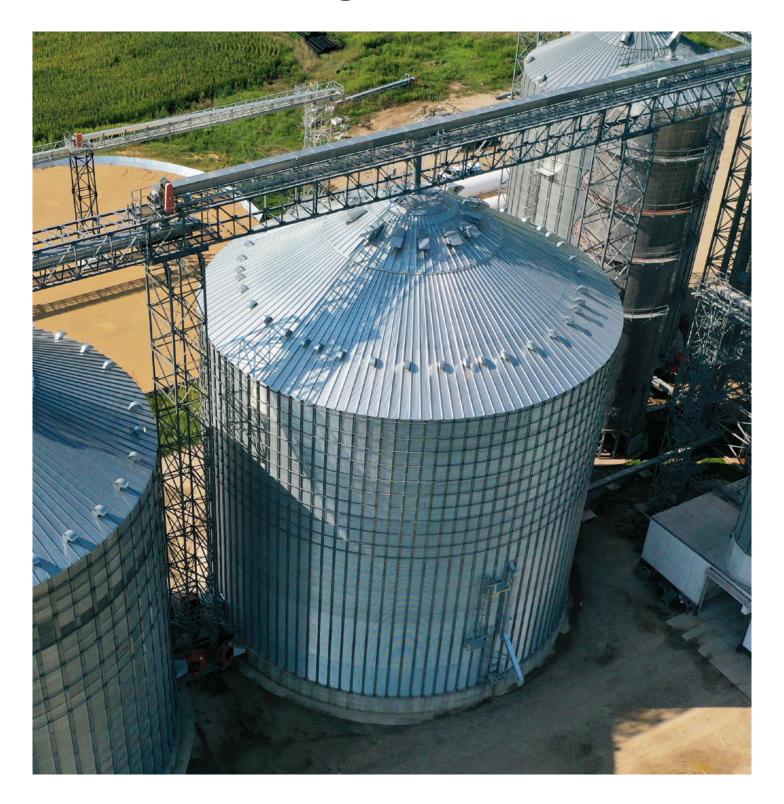


Annual steel storage bin checklist



Asset file folder

The following information should be collected and verified for each steel bin at the property and stored in a centralized location:

Date of Construction	
USDA Bin Designation	
Vendors	General Contractor
	Purchase Agreement
	Concrete Engineer
	Concrete Contractor
	Bin Manufacturer —
	Warranty
	Bin Erector
Plans	Foundation Plans
	Construction Manual
	Bin Model Number
	Bin Diameter
	Bin Eave Height
	Bin Capacity in Bushels
Operations	Bin Owners/Operators Manual
	Written operational procedures for bin loading
	Written operational procedures for fan operations
	Written operational procedures for bin unloading including clean-out procedures
	Written maintenance procedures for bin
	Written lock-out-tag-out procedures
	Written bin entry procedure
Inspections	Dhata decumentation of his during construction
	Photo documentation of bin during construction
	Initial inspection report prior to filling
	Annual inspection reports of bin with photos
Maintenance	Record of maintenance conducted
	Date
	Activity
	Contractor
	Photos

Initial inspection prior to filing

The following information should be collected and verified for each steel bin prior to filling for the first time:

Date of Inspection	
Foundation	Verify foundation dimensions match design drawings
	Identify and document any foundation cracks
	Verify water flows away from the bin
	Verify water flows away from the foundation
	Verify bin is tight to the foundation
	Review transit readings to verify foundation is level
Walls	Verify all panel bolts in place
	Clean-up all loose bolts
	Verify all anchor bolts are tight and vertical (no angled anchor bolts)
	Verify all wall wind rings are tight
	Verify all sweep ring bolts are tight and vertical
	Verify bin stiffeners that land on aeration tunnels are properly supported (vertical
	support installed between bin stiffener anchor plate and bottom of aeration tunnel)
Roof	Verify all roof wind rings are tight
	Verify roof to sidewall connection
	Verify roof mounted equipment is properly secured
Openings	Auxiliary sumps chained and padlocked
2,000	Man access doors properly secured
	Equipment entry doors properly braced and secured
F	On such all the fall suite a suite was to
Equipment	Operate all the following equipment:
	Grain Aeration Fans
	Exhaust Fans
	Sumps / Slide Gates
	Reclaim Conveyor
	Power Distributor
	Sweep Auger
	Side Draw Gates
	Fill System
Training	Provide training for grain handling employees on proper loading of metal bin
	and any special requirements for first time filling of bin

Annual inspection at clean out

The following information should be collected and verified for each steel bin at the time it is emptied each year:

Date of Inspection		_
Foundation	Identify and document any foundation cracks	
Walls	Verify bin stiffeners are attached and plumb	
Roof	Verify all roof wind rings are tight Check the bin roof connections	_
Openings	Check man access doors and equipment entry doors for damage	
Equipment	Verify condition of all the following equipment: Grain Aeration Fans	
Training	Provide annual refresher training for grain handling employees on proper loading and proper unloading of metal bins Provide annual refresher training on lock-out-tag-out procedure Provide annual refresher training for bin entry procedure	
Record any maintenance activities conducted	Date Activity Contractor Photos	
Miscellaneous	Document the condition of the bin and foundation - review and photograph	



