

RECORD OF VEE PULLEY INSPECTION ASSESSMENT AND ALIGNMENT CHECKS

You are required to produce a report that covers a Vee belt pulley inspection and belt alignment assessment on a Vee belt drive system. You must start by producing a method statement covering all aspects of the work, this will include details of all the equipment and tools you intend to use to carry out the work along with the sequential step's need to ensure nothing is overlooked. You are also required to produce a meaningful risk assessment where you need to consider all the hazards that you may encounter carrying out your assessment.

The information you need to gather for your report must include photo's the drive set-up, pulley diameters and any taper-lock bushes adjustments. Record all the dimensional information and the calculations to get the speed for driven shaft. You must include all of the following areas in your report:-

- Title & date.
- Your name & group number.
- The condition of the Vee in the pulleys and Vee belts.
- Recorded miss-alignment between the two pulleys along with any adjustments needed.
- Calculate and record the speed of the driven pulley.
- Include photographs and sketches of all the relevant parts along with a description of its relevance
- After the completion of all the checks, run the equipment to make sure it operates properly and there are no guards catching or rattling.

Finally check the final alignment after ensuring all the holding down bolts are tight and then have this witnessed by the T.O.