

# Reference

## Conversion Schedule Worksheet

### Shop Conversion Schedule – A Plan for Successfully Switching to Waterborne

#### Waterborne Conversion Plan Schedule

1. Enroll and attend a *Pro-Spray VOC Product and H2O* class at the Pro-Spray® Technical and Training Center.

Date: \_\_\_/\_\_\_/\_\_\_ (*Optional*)

2. Read the entire Pro-Spray Conversion Manual and complete the Shop Audit Form. Create an equipment purchase and waterborne conversion checklist. Select a target conversion date.

Date: \_\_\_/\_\_\_/\_\_\_ (*No less than 60 days prior to conversion date*)

3. Contact vendors with needs identified on the audit form.

Date: \_\_\_/\_\_\_/\_\_\_ (*No less than 60 days prior to conversion date*)

4. Order and install additional air equipment (compressor, dryers, etc.), according to target conversion date.

Date: \_\_\_/\_\_\_/\_\_\_ (*Delivered, installed and working at least 1 day prior to conversion date*)

5. Order and install drying equipment according to target conversion date. Start small and adjust as required.

Date: \_\_\_/\_\_\_/\_\_\_ (*Delivered, installed and working at least 1 day prior to conversion date*)

6. Order dedicated spray equipment, waste disposal equipment and gun cleaner according to target conversion date.

Date: \_\_\_/\_\_\_/\_\_\_ (*Delivered, installed and working at least 1 day prior to conversion date*)

7. Schedule in-shop application/conversion training for Pro-Spray H2O.

Date: \_\_\_/\_\_\_/\_\_\_ (*Schedule for day before conversion day*)

8. Implement conversion; schedule lighter production for the first 1 – 5 days after the conversion.

Date: \_\_\_/\_\_\_/\_\_\_

9. Schedule a follow-up visit with your Pro-Spray Representative.

Date: \_\_\_/\_\_\_/\_\_\_