

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID/Building: PA051 19401 Date of Visit: 6/13/19 - 6/14/19

Contractor Personnel on Site:

1. Scott K
2. DOMINIC S
3. _____
4. _____

Work Performed:

Preventive Maintenance - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. wo 9136 (EXHAUSTS)
2. 9253 (PUMPS)
3. 9389 (UNIT HEATERS)
4. _____
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Scott Kenders Date: 6/14/19

Signed: Scott Kenders

To be signed by Facility Manager:

By signing the Certification of Work, the said government representative signature does not constitute acceptance of any work performed by the contractor, it only acknowledges that the contractor was on-site during the identified timeline:

Print Name/Rank: Al Maysicki Date: 6/26/19

Signed: Al Maysicki

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: P4051-19401

**MECHANIC
SIGNATURE:** *SK*

DATE: 10/13/19

LOCATION/RM #: MECH **WO#** 9389 **ASSET #** 4075

START TIME: 10:40

FINISH TIME: 10:50

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.			
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	For gas/oil heaters:			
1	1. Remove access panels if applicable.			
2	2. Check the fire box liner or refractory for cracks and leaks.			
3	3. Check all gas lines for leaks. Repair as needed.			
2	Clean dirt from heater, vacuuming is preferred.			
3	Check operation of gas valve.	✓		
4	Check for gas leaks.		NA	
5	Check operation of thermostat.		NA	
6	If applicable, replace primary air intake filter.		✓	
7	As needed, clean spark electrode and reset gap, replace if necessary.		NA	
8	Inspect flue pipe and connections.		NA	
9	If applicable, inspect and clean outside air blower and blower intake.		NA	
10	Inspect unit for proper operation.	✓		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA051-19401

MECHANIC SIGNATURE: SK

LOCATION/RM #: 167 **WO#** 9389 **ASSET #** 4141

DATE: 10/13/19 **START TIME:** 10:50 **FINISH TIME:** 11

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS <small>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</small>
		YES	NO	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	<input checked="" type="checkbox"/>		
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	<input checked="" type="checkbox"/>		
TO BE PERFORMED AT EACH INSPECTION SERVICE		NOTES/ ACTIONS		
1	For gsa/oil heaters:	NOTES/ ACTIONS		
1.	Remove access panels if applicable.	NOTES/ ACTIONS		
2.	Check the fire box liner or refractory for cracks and leaks.	NOTES/ ACTIONS		
3.	Clean dirt from heater, vacuuming is preferred.	NOTES/ ACTIONS		
2	Clean operation of gas valve.	NOTES/ ACTIONS		
3	Check for gas leaks.	NOTES/ ACTIONS		
4	Check operation of thermostat.	NOTES/ ACTIONS		
5	If applicable, replace primary air intake filter.	NOTES/ ACTIONS		
6	As needed, clean spark electrode and reset gap, replace if necessary.	NOTES/ ACTIONS		
7	Inspect flue pipe and connections.	NOTES/ ACTIONS		
8	If applicable, inspect and clean outside air blower and blower intake.	NOTES/ ACTIONS		
9	Inspect unit for proper operation.	NOTES/ ACTIONS		
10	Inspect unit for overall condition and recommend for replacement or other needed repairs.	NOTES/ ACTIONS		
11		NOTES/ ACTIONS		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA051-19401

MECHANIC SIGNATURE: SK

LOCATION/RM #: 127 **WO#** 9389 **ASSET #** 4204

START TIME: 11

DATE: 10/13/19

FINISH TIME: 1110

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE		NA		
1	For gas/oil heaters:			
2	1. Remove access panels if applicable. 2. Check the fire box liner or refractory for cracks and leaks. 3. Check all gas lines for leaks. Repair as needed.			
2	Clean dirt from heater, vacuuming is preferred.	✓		
3	Check operation of gas valve.			
4	Check for gas leaks.	✓		
5	Check operation of thermostat.			
6	If applicable, replace primary air intake filter.			
7	As needed, clean spark electrode and reset gap, replace if necessary.			
8	Inspect flue pipe and connections.			
9	If applicable, inspect and clean outside air blower and blower intake.			
10	Inspect unit for proper operation.	✓		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: <u>PH051-19401</u>		MECHANIC SIGNATURE: <u>SK</u>	
LOCATION/RM #: <u>131</u> WO# <u>9389</u> ASSET # <u>4205</u>		DATE: <u>10/13/19</u>	
CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE	NOTES/ ACTIONS
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	<input checked="" type="checkbox"/>	
TO BE PERFORMED AT EACH INSPECTION SERVICE			
1	For gsa/oil heaters:	<input checked="" type="checkbox"/> NA	
1	1. Remove access panels if applicable.	<input checked="" type="checkbox"/> NA	
2	2. Check the fire box liner or refractory for cracks and leaks.	<input checked="" type="checkbox"/> NA	
3	3. Check all gas lines for leaks. Repair as needed.	<input checked="" type="checkbox"/> NA	
2	Clean dirt from heater, vacuuming is preferred.	<input checked="" type="checkbox"/> NA	
3	Check operation of gas valve.	<input checked="" type="checkbox"/> NA	
4	Check for gas leaks.	<input checked="" type="checkbox"/> NA	
5	Check operation of thermostat.	<input checked="" type="checkbox"/> NA	
6	If applicable, replace primary air intake filter.	<input checked="" type="checkbox"/> NA	
7	As needed, clean spark electrode and reset gap, replace if necessary.	<input checked="" type="checkbox"/> NA	
8	Inspect flue pipe and connections.	<input checked="" type="checkbox"/> NA	
9	If applicable, inspect and clean outside air blower and blower intake.	<input checked="" type="checkbox"/> NA	
10	Inspect unit for proper operation.	<input checked="" type="checkbox"/> NA	
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	<input checked="" type="checkbox"/> NA	
Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.			
To be performed by: HVAC Technician			
Additional Notes:			

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

LOCATION/BLDG #:		MECHANIC SIGNATURE:	
LOCATION/BLDG #:		DATE:	
CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES NO	SPECIAL INSTRUCTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓	
TO BE PERFORMED AT EACH INSPECTION SERVICE			
1	For gsa/oil heaters:		
1	1. Remove access panels if applicable.	✓	
2	2. Check the fire box liner or refractory for cracks and leaks.	N/A	
3	3. Check all gas lines for leaks. Repair as needed.	✓	
2	Clean dirt from heater, vacuuming is preferred.	✓	
3	Check operation of gas valve.	✓	
4	Check for gas leaks.	N/A	
5	Check operation of thermostat.	✓	
6	If applicable, replace primary air intake filter.	✓	
7	As needed, clean spark electrode and reset gap, replace if necessary.	N/A	
8	Inspect flue pipe and connections.	N/A	
9	If applicable, inspect and clean outside air blower and blower intake.	N/A	
10	Inspect unit for proper operation.	✓	
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓	
<p>Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.</p> <p>To be performed by: HVAC Technician</p> <p>Additional Notes:</p>			

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA051-19401

MECHANIC SIGNATURE: SK

DATE: 10/13/19

LOCATION/RM #: 129 **WO#** 9389 **ASSET #** 4212

START TIME: 11 30

FINISH TIME: 11 40

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS <small>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</small>
		YES	NO	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
TO BE PERFORMED AT EACH INSPECTION SERVICE		NA		
1	For gas/oil heaters:	NA		
1	1. Remove access panels if applicable.	NA		
2	2. Check the fire box liner or refractory for cracks and leaks.	NA		
3	3. Check all gas lines for leaks. Repair as needed.	NA		
2	Clean dirt from heater, vacuuming is preferred.	NA		
3	Check operation of gas valve.	NA		
4	Check for gas leaks.	NA		
5	Check operation of thermostat.	NA		
6	If applicable, replace primary air intake filter.	NA		
7	As needed, clean spark electrode and reset gap, replace if necessary.	NA		
8	Inspect flue pipe and connections.	NA		
9	If applicable, inspect and clean outside air blower and blower intake.	NA		
10	Inspect unit for proper operation.	NA		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	NA		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA051-19401

MECHANIC SIGNATURE: SK

DATE: 10/13/19

LOCATION/RM #: 208 **WO#** 9389 **ASSET #** 4213

START TIME: 11:40 **FINISH TIME:** 11:50

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	<input checked="" type="checkbox"/>		
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	<input checked="" type="checkbox"/>		
	TO BE PERFORMED AT EACH INSPECTION SERVICE	NA		
1	For gsa/oil heaters:			
1.	Remove access panels if applicable.			
2.	Check the fire box liner or refractory for cracks and leaks.			
3.	Clean dirt from heater, vacuuming is preferred.			
2	Clean dirt from heater, vacuuming is preferred.			
3	Check operation of gas valve.	<input checked="" type="checkbox"/>		
4	Check for gas leaks.		<input checked="" type="checkbox"/>	
5	Check operation of thermostat.		<input checked="" type="checkbox"/>	
6	If applicable, replace primary air intake filter.		<input checked="" type="checkbox"/>	
7	As needed, clean spark electrode and reset gap, replace if necessary.		<input checked="" type="checkbox"/>	
8	Inspect flue pipe and connections.		<input checked="" type="checkbox"/>	
9	If applicable, inspect and clean outside air blower and blower intake.		<input checked="" type="checkbox"/>	
10	Inspect unit for proper operation.	<input checked="" type="checkbox"/>		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	<input checked="" type="checkbox"/>		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA051-19401

LOCATION/RM #: 117

WO# 9389

ASSET # 4403

**MECHANIC
SIGNATURE:** SK

DATE:

10/13/19

START TIME: 11:50

FINISH TIME: 12

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.			
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	For gas/oil heaters:			
2	1. Remove access panels if applicable. 2. Check the fire box liner or refractory for cracks and leaks. 3. Check all gas lines for leaks. Repair as needed.	✓	NA	
2	Clean dirt from heater, vacuuming is preferred.			
3	Check operation of gas valve.	✓	NA	
4	Check for gas leaks.		NA	
5	Check operation of thermostat.	✓	NA	
6	If applicable, replace primary air intake filter.		NA	
7	As needed, clean spark electrode and reset gap, replace if necessary.	✓	NA	
8	Inspect flue pipe and connections.		NA	
9	If applicable, inspect and clean outside air blower and blower intake.	✓	NA	
10	Inspect unit for proper operation.	✓		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA051-19401

LOCATION/RM #: 125A **WO#** 9389 **ASSET #** 14404

MECHANIC SIGNATURE: *SK*

DATE: 10/13/19

START TIME: 12

FINISH TIME: 12 10

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE		<i>N/A</i>		
1	For gsa/oil heaters:			
1	1. Remove access panels if applicable.			
2	2. Check the fire box liner or refractory for cracks and leaks.			
3	3. Check all gas lines for leaks. Repair as needed.			
2	Clean dirt from heater, vacuuming is preferred.			
3	Check operation of gas valve.	✓		
4	Check for gas leaks.	N/A		
5	Check operation of thermostat.	N/A		
6	If applicable, replace primary air intake filter.	✓		
7	As needed, clean spark electrode and reset gap, replace if necessary.	N/A		
8	Inspect flue pipe and connections.	N/A		
9	If applicable, inspect and clean outside air blower and blower intake.	N/A		
10	Inspect unit for proper operation.	✓		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA051-19401

LOCATION/RM #: 117A

WO# 9389 **ASSET #** 4434

MECHANIC SIGNATURE: SK

DATE: 10/13/19

CHECK POINT

CHECKPOINT DESCRIPTION

TASK COMPLETE

SPECIAL INSTRUCTIONS

NOTES/ ACTIONS
(IF TASK COMPLETE IS CHECKED, NO, PROVIDE EXPLANATION)

1 In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.

2 Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.

TO BE PERFORMED AT EACH INSPECTION SERVICE

1	For gas/oil heaters:			
1	1. Remove access panels if applicable.	✓		
2	2. Check the fire box liner or refractory for cracks and leaks.	NA		
3	3. Check all gas lines for leaks. Repair as needed.	NA		
2	Clean dirt from heater, vacuuming is preferred.	NA		
3	Check operation of gas valve.	✓		
4	Check for gas leaks.	NA		
5	Check operation of thermostat.	NA		
6	If applicable, replace primary air intake filter.	✓		
7	As needed, clean spark electrode and reset gap, replace if necessary.	NA		
8	Inspect flue pipe and connections.	NA		
9	If applicable, inspect and clean outside air blower and blower intake.	NA		
10	Inspect unit for proper operation.	✓		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA051-19401

MECHANIC SIGNATURE: SK

LOCATION/RM #: 120B (LDR) **WO#** 9389 **ASSET #** 4435

DATE: 10/13/19 **START TIME:** 12:20 **FINISH TIME:** 12:30

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE		NA		
1	For gas/oil heaters:			
1.	Remove access panels if applicable.			
2.	Check the fire box liner or refractory for cracks and leaks.			
3.	Check all gas lines for leaks. Repair as needed.			
2	Clean dirt from heater, vacuuming is preferred.			
3	Check operation of gas valve.	✓		
4	Check for gas leaks.		NA	
5	Check operation of thermostat.		NA	
6	If applicable, replace primary air intake filter.		✓	
7	As needed, clean spark electrode and reset gap, replace if necessary.		NA	
8	Inspect flue pipe and connections.		NA	
9	If applicable, inspect and clean outside air blower and blower intake.		NA	
10	Inspect unit for proper operation.	✓		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

LOCATION/BLDG #: <u>PA051-19401</u>		MECHANIC SIGNATURE: <u>SK</u>	
LOCATION/BLDG #: <u>132</u> WO# <u>9389</u> ASSET # <u>4501</u>		START TIME: <u>1230</u>	DATE: <u>10/13/19</u>
CHECK POINT		CHECKPOINT DESCRIPTION	
		TASK COMPLETE	NOTES/ ACTIONS
		YES	NO
		(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
<p>1 In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.</p> <p>2 Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.</p>		<input checked="" type="checkbox"/>	
TO BE PERFORMED AT EACH INSPECTION SERVICE		NOTES/ ACTIONS	
<p>1 For gsa/oil heaters:</p> <ol style="list-style-type: none"> 1. Remove access panels if applicable. 2. Check the fire box liner or refractory for cracks and leaks. 3. Check all gas lines for leaks. Repair as needed. <p>2 Clean dirt from heater, vacuuming is preferred.</p> <p>3 Check operation of gas valve.</p> <p>4 Check for gas leaks.</p> <p>5 Check operation of thermostat.</p> <p>6 If applicable, replace primary air intake filter.</p> <p>7 As needed, clean spark electrode and reset gap, replace if necessary.</p> <p>8 Inspect flue pipe and connections.</p> <p>9 If applicable, inspect and clean outside air blower and blower intake.</p> <p>10 Inspect unit for proper operation.</p> <p>11 Inspect unit for overall condition and recommend for replacement or other needed repairs.</p>		<input checked="" type="checkbox"/> NA <input checked="" type="checkbox"/> NA	

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: PA051-19401

LOCATION/RM #:

124

WO# 9389

ASSET # 4503

MECHANIC SIGNATURE:

SK

DATE:

10/13/19

START TIME: 12:50

FINISH TIME: 1

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	For gsa/oil heaters:			
1.	Remove access panels if applicable.	✓		
2.	Check the fire box liner or refractory for cracks and leaks.	NA		
3.	Clean dirt from heater, vacuuming is preferred.	NA		
3	Check operation of gas valve.	✓		
4	Check for gas leaks.	NA		
5	Check operation of thermostat.	NA		
6	If applicable, replace primary air intake filter.	✓		
7	As needed, clean spark electrode and reset gap, replace if necessary.	NA		
8	Inspect flue pipe and connections.	NA		
9	If applicable, inspect and clean outside air blower and blower intake.	NA		
10	Inspect unit for proper operation.	✓		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: 9A051 **LOCATION/RM #:** 121 **WO#** 4389 **ASSET #** 4565

MECHANIC SIGNATURE: SK **DATE:** 6/13/19

START TIME: 110 **FINISH TIME:** 120

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	For gsa/oil heaters:	✓		
	1. Remove access panels if applicable.			
	2. Check the fire box liner or refractory for cracks and leaks.			
	3. Check all gas lines for leaks. Repair as needed.			
2	Clean dirt from heater, vaccuming is preferred.	✓		
3	Check operation of gas valve.	✓		
4	Check for gas leaks.	✓		
5	Check operation of thermostat.	✓		
6	If applicable, replace primary air intake filter.	✓		
7	As needed, clean spark electrode and reset gap, replace if necessary.	✓		
8	Inspect flue pipe and connections.	✓		
9	If applicable, inspect and clean outside air blower and blower intake.	✓		
10	Inspect unit for proper operation.	✓		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: HVAC Technician

Additional Notes: