

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
THERMOSTATS

SITE AND BLDG #: *P* 896-01

LOCATION/RM #: 120 WO# 8242 ASSET # 5619

MECHANIC
SIGNATURE: *Antonio*

DATE: 4/3/18

START TIME: 8:40

FINISH TIME: 8:45

CHECK (ITEM)	CHECK (ITEM) DESCRIPTION	JOB COMPLETION		NOTES/COMMENTS
		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.			
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.			
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.			
2	Review all zone set points at the server.			
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.			
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.			
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.			
6	If applicable, replace battery as needed.			NP

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:

*Ser**ACUNE**65**62.9**BL*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
THERMOSTATS

SITE AND BLDG #: *Pr 086-01*LOCATION/RM #: *104* WO# *820* ASSET # *5986*MECHANIC
SIGNATURE: *John*DATE: *4/3/18*START TIME: *845*FINISH TIME: *850*

ITEM #	ITEM DESCRIPTION	TYPE OF MAINTENANCE	SPECIAL INSTRUCTIONS		NOTES/COMMENTS
			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.				
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.				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.				TO BE PERFORMED AT EACH INSPECTION SERVICE
2	Review all zone set points at the server.				
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.				
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.				
5	Check time-of-day schedule to confirm consistency with facility operation. Adjust schedule as needed.				
6	If applicable, replace battery as needed.				<i>NA NP</i>

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:

1
Ser 65

PC
Forw 58,8

BK

BK

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
THERMOSTATS

SITE AND BLDG #:

Pr 096-01

LOCATION/RM #:

Dine WO# 8042 ASSET # 6079

MECHANIC
SIGNATURE:

START TIME:

850

DATE:

4/3/18

FINISH TIME: 855

ITEM(S) (1019)	DESCRIPTION	SPECIFIC INSTRUCTIONS		TO BE PERFORMED DATE	INSPECTION SERVICE
		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.				
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.				
3	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.				
4	Review all zone set points at the server.				
5	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.				
6	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.				
	Check time-of-day schedule to confirm consistency with facility operation.				
	Adjust schedule as needed.				
	If applicable, replace battery as needed.			NA	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:

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Pc

Ser 50 Picture 50.9

BK

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
THERMOSTATS

SITE AND BLDG #:

Pr 096-01

LOCATION/RM #:

DULL

WO# 8242

ASSET # 6222

MECHANIC
SIGNATURE:

START TIME:

900

DATE:

4/3/18

FINISH TIME:

910

CHECK & (10189)	CHECK (INITIAL/PERIODIC)	STEP & INSTRUCTIONS	WORKING CONDITIONS		HOURS/EXC 0189
			TYPE	ANOT	
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.		/		
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.		/		
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.		/		
2	Review all zone set points at the server.		/		
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.		/		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.		/		
5	Check time-of-day schedule to confirm consistency with facility operation.				
6	Adjust schedule as needed.				
	If applicable, replace battery as needed.				

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:

Ser

70

Agruuc

52.9

70 BL

48.0

2

PC

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
THERMOSTATS

SITE AND BLDG #: P-096-61

LOCATION/RM #: 101 WO# 8242 ASSET # 6226

MECHANIC
SIGNATURE:

START TIME:

Anton

DATE: 4/3/18

FINISH TIME: 925

CHECK & ITEM	CHECK ITEM DESCRIPTION	PERFORMED		DATE OF INSPECTION	SERIAL NUMBER
		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.				
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.				
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.				
2	Review all zone set points at the server.				
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.				
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.				
5	Check time-of-day schedule to confirm consistency with facility operation.				
6	Adjust schedule as needed.				
	If applicable, replace battery as needed.			NA	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:

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PC

BF

Ser

60

107.0

56.3

60

57.5

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
THERMOSTATS

SITE AND BLDG #:

Pr 096-c1

LOCATION/RM #: 105, 106 WO# 8242 ASSET # 6233

MECHANIC
SIGNATURE:

DATE:

4/13/18

START TIME:

930

FINISH TIME:

940

CHECK ITEM	DIRECTIONAL DESCRIPTION	TECH. CONCERN	SPECIAL INSTRUCTIONS		NOTES/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.			✓	
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.			✓	
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.			✓	
2	Review all zone set points at the server.			✓	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.			✓	
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.			✓	
5	Check time-of-day schedule to confirm consistency with facility operation.			✓	
6	Adjust schedule as needed.				
	If applicable, replace battery as needed.				

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:

Set

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65

Actual

60.2

63.3

OK

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
THERMOSTATS

SITE AND BLDG #: *Pr 696-c1*
 LOCATION/RM #: *100w* WO# *0242* ASSET # *6239*

MECHANIC
SIGNATURE:

START TIME:

940

DATE:

4/3/19

FINISH TIME:

950

CHECKLIST (MISC)	CHECKPOINT DESCRIPTION	PAGING (W/H/1500)	NOTES/EXCUSES	TO BE PERFORMED DATE INSPECTION SERVICE	
				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.			/	
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.			/	
1	If EMS (Energy Management System) exists, run the manufacturers diagnostic software for the wireless system. This diagnostic shall produce a report of all functional aspects of the wireless system indicating faults that should be addressed in this maintenance.			/	
2	Review all zone set points at the server.			/	
3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.			/	
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low pressure air.			/	
5	Check time-of-day schedule to confirm consistency with facility operation.				
6	Adjust schedule as needed.				
	If applicable, replace battery as needed.				

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To be performed by: HVAC Technician

Additional Notes:

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PC

Se

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