

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**DOMESTIC HOT WATER HEATER - ELECTRIC**

SITE AND BLDG #: **VA012-01**LOCATION/RM #: **WO# 12018 ASSET # 7073**MECHANIC  
SIGNATURE:  
DATE: **2/9/2023**START TIME: **12PM**FINISH TIME: **2PM**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	●		Building 1 Building 3 (New)
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Attach drain hose. Drain several gallons from tank to remove sediment.	●		
2	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	●		
3	Check all connections - electric and water. Tighten as necessary. Ensure power is disconnected to electric heaters prior to checking connections.	●		
4	Check operation/ setting of aquastat. Check hot water temperature with dial thermometer, set aquastat at minimum value required for all uses.	●		
5	Check amperage draw of upper and lower elements and compare to name plate data.		●	AMP READINGS L1 _____ L2 _____
6	Clean up work area and remove trash.	●		

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: General Maintenance Worker

**Additional Notes:**

Water heater seems to be in great condition and is working at peak performance. The ASSET numbers seem to be backwards and Triangle Tube ASSET 7073 is in building 1 and the new ULTRAFORCE (No ASSET) is in building 3. Forgot Amp Draws and will make sure to double check Checklists to insure I have all proper documents uploaded correctly.

-AS