

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### DOMESTIC HOT WATER HEATER - GAS

SITE AND BLDG #: NY126 BLDG2

mechanical room

LOCATION/RM #: WO# 13572 ASSET # 6984,6985

MECHANIC  
SIGNATURE: 

DATE: 8/11/23

START TIME: 12pm

FINISH TIME: 12:30pm

| CHECK POINT                        | CHECKPOINT DESCRIPTION   | TASK COMPLETE |    |  |
|------------------------------------|--|---------------|----|--|
|                                    |  | YES           | NO |  |
| SPECIAL INSTRUCTIONS               |  |               |    |  |
| 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.                                      | ✓             |    |  |
| 2                                  | Use caution when working with natural gas fired equipment. Be aware of any smells (rotten egg) that could be a natural gas leak.   | ✓             |    |  |
| 3                                  | Do not allow any open flames around equipment.   | ✓             |    |  |
| TO BE PERFORMED AT EACH INSPECTION |  |               |    |  |
| 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, gas and water. Tighten as necessary.   | ✓             |    |  |
| 4                                  | Check operation and setting of aquastat. Check hot water temperature with dial thermometer, and set aquastat at minimum value required for all uses.   | ✓             |    |  |
| 5                                  | Clean water heater exterior.   | ✓             |    |  |
| 6                                  | Clean pump, controls, switches, and starters. Check operation of pump and condition of pump seal or packing, and replace as required.  | ✓             |    |  |
| 7                                  | Soap test for gas leaks, if leaks are found notify facility manager and AFOS immediately.  | ✓             |    |  |
| 8                                  | 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) exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the work performed.

To be performed by: General Maintenance Worker

**Additional Notes:**

