

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FURNACE**

ACTIVITY AND BLDG #: PA063

MECHANIC SIGNATURE: *Pat Bern...* DATE: 3/25/2026

LOCATION/RM #: _____ WO# 21002 ASSET # 3395

START TIME: 10:00AM FINISH TIME: 10:00AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS <small>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</small>
		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.			could not work on truck in the way wheels off
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Replace air filter if applicable			
2	Check the fire box liner or refractory for cracks and leaks.			
3	Check smoke stack for obstructions, leaks, etc.			
5	Clean all fans and motors.			
6	Check operation of controls and safeties.			
7	Lubricate as required.			
8	Check and clean plenum (clean cooling coils and check for leaks, if			
9	Check all motors, belts, pulleys, shafts, etc. for alignment.			
10	Report any rust issues and open a CM ticket			
11	Remove lock outs and tags. Restore fuel and power supply.			

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 discription of the deficiency.

To be performed by: HVAC Technician

Additional Notes: