PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
ICE MAKER

SITE AND BLDG #: VA012-01

MECHANIC SIGNATURE:

DATE: 6-FEB-2026

LOCATION/RM #:

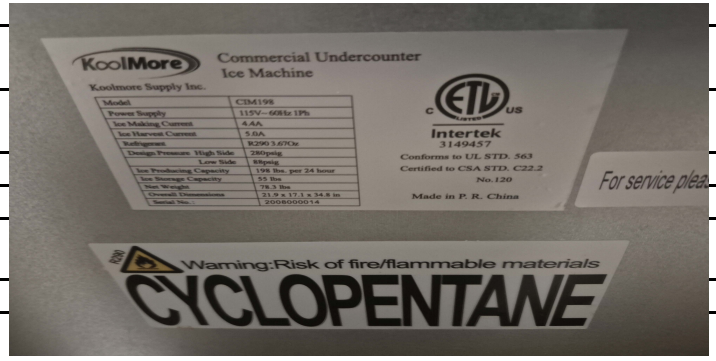
WO# 21096

ASSET # 6807

START TIME: 10AM

FINISH TIME: 11AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
	SPECIAL INSTRUCTIONS			
1	De-energize, lock out, and tag electrical circuits.	●		
2	Only approved cleaning chemicals shall be used.	●		
	TO BE PERFORMED AT EACH INSPECTION SERVICE			
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	●		
2	Visually check for refrigerant, oil and water leaks.	●		
3	Inspect ice condition/size.	●		
4	Clean air filter	●		
5	As needed, drain and clean unit with proper ice machine cleaning solution. Drain and cleen at a mininmum of annually.	●		
6	Check date on water filter, Replace as needed. Water filters should be changed annually at a minimum.	●		
7	Check and tighten any loose screw-type electrical connections.	●		
8	Check all controls; adjust if necessary.	●		
9	Examine water connection; open and close water valve; test ice dispensing valve and (door) metering adjustment.	●		
10	Check and clear ice machine draining system (drain vent, strainer, trap).	●		
11	Examine condition of bin doors-closure, hinges, gaskets, handles and ease of slide; lubricate as required. Check storage bin condition.	●		
12	Clean motor, compressor, and condenser coil.	●		



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 perfomed by: General Maintenance Worker

Additional Notes:

KoolMore Ice Machine at VA012-01 PM complete and filters changed with no issue.
-AS