

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
OUTDOOR CONDENSING UNIT

SITE AND BLDG #: MD002 B-4

MECHANIC
SIGNATURE

DATE: 08/16/22

LOCATION/RM #:	WO# 18846	ASSET #	190918-161	START TIME:	0900	FINISH TIME:	1630
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CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)		
		YES	NO	SPECIAL INSTRUCTIONS		
1	Schedule outage of unit with personnel in area the unit serves.	/				
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.	/		unit inoperative . Still awaiting approval		
3	If disposal of the equipment is required, follow regulations concerning removal of refrigerants and disposal of the unit.	/				
TO BE PERFORMED AT EACH INSPECTION SERVICE						
1	Remove debris from air screen and clean underneath unit.	/				
2	Wash coil with coil cleaning solution - Rinse Thoroughly	/				
3	Straighten fin tubes with fin comb, as needed.	/				
4	Check electrical connections for tightness.	/				
5	Check mounting base for tightness.	/				
6	Inspect fans for bent blades, unbalance, excessive noise and vibrations.	/				
7	Inspect all piping for leaks and tighten loose connections.	/				
8	Check wires at condenser electrical fused safety switches for tightness and burned insulation. Repair as necessary.	/				
9	Check supply air temperature to ensure unit is operating properly. If possible record room temperature and Humidity	/		Room temp <u>74</u> Room Humidity <u>50</u> %		
10	Inspect unit for overall condition and recommend for replacement or other needed repairs.	/				
11	Clean up work area.	/				

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: