

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID/Building: \_\_\_\_\_ Date of Visit: \_\_\_\_\_

Contractor Personnel on Site:

- |                         |          |
|-------------------------|----------|
| 1. <u>John Brown</u>    | 3. _____ |
| 2. <u>Craig Bennett</u> | 4. _____ |

**Work Performed:**

**Preventive Maintenance** - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

-----

**CERTIFICATION OF WORK**

To be signed by the Contractor:

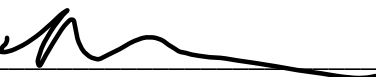
Print Name: Johnny W Brown Date: 10/30/19

Signed: 

To be signed by Facility Manager:

By signing the Certification of Work, the said government representative signature does not constitute acceptance of any work performed by the contractor, it only acknowledges that the contractor was on-site during the identified timeline:

Print Name/Rank: SFC Phillip Cannon Date: 10/31/19

Signed: 

E-Mail: \_\_\_\_\_

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**BOILER - ELECTRIC, GAS, OIL**

MECHANIC  
SIGNATURE:



DATE: 10/30/19

START TIME: 0900

FINISH TIME: 1630

SITE AND BLDG #: MD002-01

LOCATION/RM #: WO# 10658 ASSET # 1801  
10659 1802

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	/		
2	Verify that the annual inspections for the boiler have been satisfactorily performed.	/		
3	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Wear appropriate respirator, goggles, and gloves while in contact with hazardous materials.	/		
4	All automatically and manually operated control devices provided for controlling operation and safety of the vessel, steam or water pressure, hot water temperature, combustion, and boiler water level shall be inspected under operating conditions.	/		
5	All associated valves and piping, pressure and temperature indicating devices, metering and recording devices, and all boiler auxiliaries shall be inspected under operating conditions.	/		
6	Prepare boiler for internal inspection in the following manner:	/		
7	Fuel supply and ignition system shall be locked out.	/		
8	Water shall be drawn off and water side thoroughly washed out.	/	/	
9	Manhole and handhole plates, washout plugs, and inspection plugs in water column connections shall be removed.	/	/	
10	The boiler shall be cooled and thoroughly cleaned.	/		
11	All grates of internally fired boilers shall be removed.	/		
12	Pressure gage(s) shall be removed and tested.	/		
13	Any leakage of steam or hot water into the boiler shall be prevented by disconnecting the pipe or valve at the most convenient point.	/		

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
14	Before opening the manhole and entering any part of the boiler, The required steam or water system stop valves must be closed, tagged, and padlocked. All drain valves or cocks located between the two valves shall be opened.	/		
15	Inspector will not enter boiler until satisfied that necessary safety precautions and pre inspection preparations have been made.	/		
16	If a boiler has not been properly prepared for an internal inspection, the inspector should decline to make the inspection.	/		
17	If materials to be worked on are known or suspected to contain asbestos, check the building's asbestos management plan to see if they have been	/		
18	Account for all tools, materials, and equipment before closing boiler.	/		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Check boiler room for ventilation in accordance with the American Gas Association (AGA) burner requirements.	/		
2	Check operation of all gas controls and valves including: manual gas shutoff; petal gas regulator; safety shutoff valve (solenoid); automatic gas valve; petal solenoid valve; butterfly gas valve, motor, and linkage to air louver; safety petal solenoid (if used.)	/		
3	Check flue connections for tight joints and minimum resistance to air flow. (combustion chamber, flues, breaching, and chimney are clear before firing.)	/		
4	Draft regulators require slightly negative pressure in the combustion chamber at maximum input.	/		
5	On forced draft burners, gas manifold pressure requirements should correspond with modulating (butterfly) valve in full open position and stable at all other firing rates.	n/a	/	
6	Check burner for flashback and tight shutoff of fuel.	/		
7	Check operation of automatic controls and combustion flame safeguards. Clean and adjust, if necessary.	/		
8	Replace fusible plugs, if applicable.	/		
9	Operation and adjustments should conform with manufacturer's instructions.	/		

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:**

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### AIR COMPRESSOR

SITE AND BLDG #: MD002-02

MECHANIC  
SIGNATURE:


DATE: 10/30/19

LOCATION/RM #:

WO# 11026

ASSET # 1116

START TIME: 0900

FINISH TIME: 1630

## 3YR CERT

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	/		
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.	/		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Perform normal tour checks and operations. Perform a visual inspection of the air system, noting any obvious leaks or portions of the air distribution network that may be subject to physical damage.	/		
2	Change compressor crankcase oil (annually).	/		
3	Clean or replace air intake filter, as needed.	/		
4	Check air dryer, automatic condensate drains, and air tank for proper operation. Manually blow down condensate tank if needed. Clean condenser coils and cover grills, if applicable.	/		
5	Inspect oil separators for any sign of oil entering the system.	/		
6	Inspect belt alignment and condition. Adjust or replace belts as required. Belts should be replaced in complete sets.	/		
7	Check for corrosion and scale on water cooled units.	/		
8	Clean heat exchange surfaces.	/		
9	Check accuracy of gauges with calibrated test gauge.	/		
10	On two stage compressor, check intermediate pressure.		/	
11	Test relief valves, replace if leaking or the relief range is incorrect. Do not readjust safety relief valves in the field.		/	
12	Check cut in and cut out of compressor pressure controller, readjust if necessary for proper air pressure requirements. Do not exceed ASME maximum tank pressure.		/	air

air  
compressor  
is still  
waiting on

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS  (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
13	Check to make sure belt guard is installed prior to putting air compressor back in service.	/		
14	Check if air compressor is running excessively or frequently cycling on and off (possible leaks).		/	

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: General Maintenance Worker

**Additional Notes:**

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### AIR COMPRESSOR

SITE AND BLDG #: MD002-03

MECHANIC  
SIGNATURE:


DATE: 10/30/19

LOCATION/RM #: WO# 11027 ASSET # 1123

START TIME: 0900

FINISH TIME: 1630

## 3 YR CERT

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	/		
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.	/		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Perform normal tour checks and operations. Perform a visual inspection of the air system, noting any obvious leaks or portions of the air distribution network that may be subject to physical damage.	/		
2	Change compressor crankcase oil (annually).	/		
3	Clean or replace air intake filter, as needed.	/		
4	Check air dryer, automatic condensate drains, and air tank for proper operation. Manually blow down condensate tank if needed. Clean condenser coils and cover grills, if applicable.	/		
5	Inspect oil separators for any sign of oil entering the system.	/		
6	Inspect belt alignment and condition. Adjust or replace belts as required. Belts should be replaced in complete sets.	/		
7	Check for corrosion and scale on water cooled units.	/		
8	Clean heat exchange surfaces.	/		
9	Check accuracy of gauges with calibrated test gauge.	/		
10	On two stage compressor, check intermediate pressure.	/		
11	Test relief valves, replace if leaking or the relief range is incorrect. Do not readjust safety relief valves in the field.	/		
12	Check cut in and cut out of compressor pressure controller, readjust if necessary for proper air pressure requirements. Do not exceed ASME maximum tank pressure.	/		

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS <small>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</small>
		YES	NO	
13	Check to make sure belt guard is installed prior to putting air compressor back in service.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14	Check if air compressor is running excessively or frequently cycling on and off (possible leaks).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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: General Maintenance Worker

**Additional Notes:**