# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
## UNIT HEATER, HOT WATER

**SITE AND BLDG #: NY023-123**

**LOCATION/RM #:** B.123

**MECHANIC SIGNATURE:** Deew Rowe    **DATE:** 12/2/21

**START TIME:** 1pm    **FINISH TIME:** 3pm

| Site Location | WO # | Asset # | PM # | Manufacturer | Model Number | Serial # | Asset Description | Asset Location |
|---|---|---|---|---|---|---|---|---|
| NY023-123 | 15444 | 9341 | PM-SA-9341 | Modine | | | J-08 5-pc Unit Heater, Hot Water | |
| NY023-123 | 15445 | 9342 | PM-SA-9342 | Modine | | | J-08 2-pc Unit Heater, Hot Water | |
| NY023-123 | 15446 | 9343 | PM-SA-9343 | Modine | | | J-08 3-pc Unit Heater, Hot Water | |
| NY023-123 | 15447 | 9344 | PM-SA-9344 | Modine | | | J-08 5-pc Unit Heater, Hot Water | |
| NY023-123 | 15448 | 9345 | PM-SA-9345 | Modine | | | J-08 3-pc Unit Heater, Hot Water | |

| 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 | Schedule shutdown with operating personnel. | ✓ | | |
| 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. | ✓ | | |
| | TO BE PERFORMED AT EACH INSPECTION SERVICE | | | |

| | | | | |
|---|---|---|---|---|
| 1 | Check valve for full stroke operation in both directions, if applicable. | ✓ | | |
| 2 | Check valve for signs of abnormal wear and leaks. Replace packing if needed. | ✓ | | |
| 3 | Clean the coil with vacuum cleaner. | ✓ | | |
| 4 | Comb the fins as needed. | ✓ | | |
| 5 | Clean all fans and motors. | ✓ | | |
| 6 | Check operation of controls and safeties. | ✓ | | |
| 7 | Lubricate as required. | ✓ | | |
| 8 | Check all motors, belts, pulleys, shafts, etc. for alignment. | ✓ | | |

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: General Maintenance Worker **Additional Notes:**

*CM - Boiler #2 not working Hydrostat failed needs to be replaced ASAP.