

# PREVENTIVE MAINTENANCE PROGRAM CHECKLIST

Mini Split

SITE AND BLDG#: NY023-123

MECHANIC  
SIGNATURE: *SIGNATURE ON FILE (null)*

DATE:

Site Location	WO#	Asset#	PM#	Manufacturer	Model Number	Serial#	Asset Description	Asset Location
NY023-123	2-24263		PMS190917164					

CHECK POINT	CHECKPOINT DESCRIPTION	NOTES/ACTIONS (if Task Complete is Checked 'NO', Then Provide Explanation)
		TO BE PERFORMED AT EACH INSPECTION SERVICE
1	Check Lubricate blower and motor bearings	
2	Check operating voltage-indicate voltage in note section	
3	Check amperage- indicate aperage in note section	
4	Visually check control valve	

**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:**