

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: NY023-123

MECHANIC
SIGNATURE: Deen Rowe

DATE: 12/4/19

LOCATION/RM #: Vehicle Area

START TIME: 8 AM

FINISH TIME: 9 AM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023-123	6095	190917-164	PFQ190917164	Trane	4tta304804000ca	14334pnd3f	1-pc AC Units	
NY023-123	6095	190917-165	PFQ190917164	Trane	4tta304804000ca	16171ch3f	1-pc AC Units	
NY023-123	6095	190917-166	PFQ190917164	Trane	4tta304804000ca	14515muc3f	1-pc AC Units	
NY023-123	6148	9337	PM-FQT-9337				J-04 1-pc Air Handler	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Check/Lubricate blower and motor bearings		✓	
2	Check operating voltage- indicate voltage in note section		✓	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check amperage- indicate voltage in note section		✓	
2	Visually check control valve(s)		✓	
3	Check operation of control valve(s)		✓	
4	Check condition of coils		✓	

5	Visually inspect for coil leaks		<input checked="" type="checkbox"/>	
6	Visually inspect for piping leaks		<input checked="" type="checkbox"/>	
7	Check for deterioration of gaskets		<input checked="" type="checkbox"/>	
8	Record differential temperatures		<input checked="" type="checkbox"/>	
9	Record differential pressures		<input checked="" type="checkbox"/>	
10	Check starter/contactors		<input checked="" type="checkbox"/>	
11	Check and tighten electrical connections		<input checked="" type="checkbox"/>	
12	Clean condensate pan and clear drain line		<input checked="" type="checkbox"/>	
13	Check overall condition of unit- include year of model in note section		<input checked="" type="checkbox"/>	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
14	Change belt if needed- indicate size in note section		<input checked="" type="checkbox"/>	
15	Change/Check filter- indicate size in note section		<input checked="" type="checkbox"/>	
16	Check integrity of cabinet hardware		<input checked="" type="checkbox"/>	
17	Inspect motor mounting isolators		<input checked="" type="checkbox"/>	
18	Check condition of pulley and belts		<input checked="" type="checkbox"/>	
19	Check pulley alignment		<input checked="" type="checkbox"/>	
20	Remove and dispose of any debris from any maintenance activity		<input checked="" type="checkbox"/>	
21	Document tasks performed during visit and report any observations to supervisor		<input checked="" 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 description of the deficiency. To be performed by: HVAC Technician **Additional Notes:**

Air handlers are too high up to access.
Need a lift to access these units.

