

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **FURNACE-FORCED AIR, GAS**

ACTIVITY AND BLDG #: NY023-124

MECHANIC
SIGNATURE: *Deen Rowe*DATE: *12/6/19*LOCATION: *Mechanical Room*START TIME: *9am*FINISH TIME: *10am*

MANUFACTURER:

MODEL #:

SERIAL #:

| Site Location | WO # | Asset # | PM # | Manufacturer | Model Number | Serial # | Asset Description | Asset Location |
|---------------|------|---------|-------------|--------------|--------------|------------|-------------------|----------------|
| NY023-124 | 6149 | 9389 | PM-FQT-9389 | Carrier | FH4ANF001 | 0200A17068 | J-06 1-pc Furnace | |

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS |
|--|--|---------------|----|----------------|
| | | YES | NO | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Verify Filter Condition If clogged prior to scheduled change, change filter immediately. Label date on all filter installations. | ✓ | | No Heating |
| 2 | Inspect fuel system for leaks. | ✓ | | |
| 3 | Check burner operation through a complete cycle by turning thermostat to proper setting; adjust if necessary. | | ✓ | |
| 4 | Check burner flame for proper color; adjust as required. | | ✓ | |
| 5 | Inspect and clean firebox. | | ✓ | |
| 6 | Check condition of flue pipe, damper and stack. | | ✓ | |
| 7 | Clean coils. Use cleaning solvent that is approved by equipment manufacturer. Clean blower wheels when coils are cleaned. | | ✓ | |
| 8 | Inspect motor for excessive heat, noise, and vibration. | ✓ | | |
| 9 | Inspect fan for bent blades, unbalance, excessive noise and vibration. | ✓ | | |
| 10 | Lubricate motor and shaft bearings. | ✓ | | |

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS |
|-------------|--|-------------------------------------|-------------------------------------|----------------|
| | | YES | NO | |
| 13 | Check heat exchanger, combustion chamber, burner, and flue for deterioration, leaks, moisture problems, condensation, and combustion products. Clean, repair, or replace as needed to ensure proper operation. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | No coils |
| 14 | Inspect wiring and electrical controls for loose connections, charred, frayed or broken insulation, evidence of short circuiting, wrong size fuses, circuit breakers, or switches, and other electrical deficiencies. Tighten any loose connections. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 15 | Inspect for rust and corrosion. Apply paint where applicable. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 16 | Inspect exterior piping and valves for leaks; tighten connections as required. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 17 | Check all structural components; tighten bolts, nuts, and supports as required. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 18 | Inspect for waterlogged, loose, torn, or missing insulation. Repair as needed. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 19 | Inspect controls and unit for proper operation. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 20 | Inspect unit for overall condition and recommend for replacement or other needed repairs. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | |

Additional Notes:

System is not being used.