

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**AIR HANDLER**

**SITE AND BLDG #:** NY023-330

**MECHANIC  
SIGNATURE:** *Daren Rose*

**DATE:** *12/23/20*

**LOCATION/RM #:** *Army Reserve / EMT (attics)*

**START TIME:** *8am*

**FINISH TIME:** *4pm*

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023-330	10719	190917-203	PFQ190917203	Carrier	4druaa08a2a6-oaoad	2815u14896	1-pc AHU	
NY023-330	10719	190917-204	PFQ190917203	Carrier	4druaa08a2a6-oaoad	2815u14903	1-pc AHU	
NY023-330	10719	190917-205	PFQ190917203	Carrier	4druaa08a2a6-oaoad	2815u14855	1-pc AHU	
NY023-330	10719	190917-206	PFQ190917203	Carrier	4druaa08a2a6-oaoad	2815u15459	1-pc AHU	
NY023-330	10719	190917-207	PFQ190917203	Carrier	4druaa08a2a6-oaoad	2815u14856	1-pc AHU	
NY023-330	10719	190917-208	PFQ190917203	Carrier	4druaa08a2a6-oaoad	2815u14854	1-pc AHU	
NY023-330	10719	190917-209	PFQ190917203	Carrier	4druaa08a2a6-oaoad	2815u14858	1-pc AHU	
NY023-330	10719	190917-210	PFQ190917203	Carrier	4druaa08a2a6-oaoad	2815u14902	1-pc AHU	

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- <b>indicate voltage in note section</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Check amperage- <b>indicate voltage in note section</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
2	Visually check control valve(s)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
3	Check operation of control valve(s)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
4	Check condition of coils	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
5	Visually inspect for coil leaks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
6	Visually inspect for piping leaks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
7	Check for deterioration of gaskets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
8	Record differential temperatures	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
9	Record differential pressures	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
10	Check starter/contactor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
11	Check and tighten electrical connections	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
12	Clean condensate pan and clear drain line	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
13	Check overall condition of unit- <b>include year of model in note section</b>	<input checked="" type="checkbox"/>	<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- <b>indicate size in note section</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
15	Change/Check filter- <b>indicate size in note section</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
16	Check integrity of cabinet hardware	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
17	Inspect motor mounting isolators	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

18	Check condition of pulley and belts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
19	Check pulley alignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
20	Remove and dispose of any debris from any maintenance activity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
21	Document tasks performed during visit and report any observations to supervisor	<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 description of the deficiency. To be performed by: HVAC Technician **Additional Notes:**

# Needs new filters Before Next Maintenance size is

$15\frac{3}{4} \times 23\frac{3}{8} \times 2$  or  $16 \times 24 \times 2$

