

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

KITCHEN RANGE HOOD

ACTIVITY AND BLDG #: NY023-200

MECHANIC
SIGNATURE: DEEN Powe

DATE: 6/17/21

LOCATION: Kitchen

START TIME: 1pm

FINISH TIME: 2pm

| Site Location | WO # | Asset # | PM # | Manufacturer | Model Number | Serial # | Asset Description | Asset Location |
|---------------|-------|---------|------------|-----------------|--------------|----------|------------------------|----------------|
| NY023-200 | 13233 | 9488 | PM-SA-9488 | SFI Fabrication | | | J-38 1-pc Kitchen Hood | |
| NY023-200 | 13234 | 9489 | PM-SA-9489 | SFI Fabrication | | | J-38 2-pc Kitchen Hood | |
| | | | | | | | | |

| 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. | ✓ | ✓ | |
| 2 | Review manufacturer's instructions. | ✓ | ✓ | |
| 3 | always Follow lock out/tag out procedures . De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. | ✓ | ✓ | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Remove filters, scrape and wash plenum walls, filter frames and fire suppression equipment (not including the fusible links and trigger mechanisms). | ✓ | ✓ | |
| 2 | Scrape and/or brush the interior surfaces of all accessible horizontal and vertical ductwork. | ✓ | ✓ | |
| 3 | Wash all fan blades, interior and exterior of fan housing and drip pans (hot, high pressure wash when possible). | ✓ | ✓ | |

| | | | | |
|---|---|---|--|--|
| 4 | Clean all louvers and dampers. If dampers must be moved to ensure complete cleaning, they will be marked and returned to their original position to prevent unbalancing the system. | ✓ | | |
| 5 | Replace filters to their original position | ✓ | | |

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.

Checklist compiled in accordance with:

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at ([Provide Link to OEM Manual/Asset Library](#))

Additional Notes:

