PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
OUTDOOR CONDENSING UNIT

SITE AND BLDG #: NY023-200

MECHANIC SIGNATURE: Deen Rowe **DATE:** 3/10/22

LOCATION/RM #: Behind Building 200

START TIME: 12pm **FINISH TIME:** 4pm

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023-200	16600	190917-174	PMS190917174	Trane	4twr706081000ca	160625fa2f	1-pc Condensation Unit	
NY023-200	16600	190917-175	PMS190917174	Trane	4twr7036b1000ba	15362mmx2f	1-pc Condensation Unit	
NY023-200	16600	190917-176	PMS190917174	Trane	4twr7036b1000ba	15353n3w2f	1-pc Condensation Unit	
NY023-200	16600	190917-177	PMS190917174	Trane	4twr7036b1000ba	15362ms82f	1-pc Condenstion Unit	
NY023-200	16600	190917-178	PMS190917174	Trane	4twr7036b1000ba	15363ts51f	1-pc Condensation Unit	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
	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 to.	✓		
2	Schedule outage of unit with personnel in area the unit serves.	✓		

3	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
4	If disposal of the equipment is required, follow regulations concerning removal of refrigerants and disposal of the unit.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Remove debris from air screen and clean underneath unit.	✓		
2	Wash coil with coil cleaning solution - Rinse Thoroughly	✓		
3	Straighten fin tubes with fin comb, as needed.	✓		
4	Check electrical connections for tightness.	✓		
5	Check mounting base for tightness.	✓		
6	Inspect fans for bent blades, unbalance, excessive noise, and vibrations.	✓		
7	Inspect all piping for leaks and tighten loose connections.	✓		
8	Check wires at condenser electrical fused safety switches for tightness and burned insulation. Repair as necessary.	✓		
9	Check supply air temperature to ensure unit is operating properly. If possible record room temperature.	✓		
10	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		
11	Clean up work area.	✓		

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:**