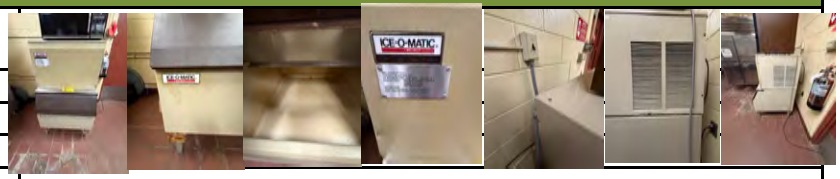
PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
ICE MAKER

SITE AND BLDG #: NY030N01

MECHANIC SIGNATURE: James R Groft **DATE:** 02/13/2026

LOCATION/RM #: **WO#** 21117 **ASSET #** 6847

START TIME: **FINISH TIME:**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
SPECIAL INSTRUCTIONS				
1	De-energize, lock out, and tag electrical circuits.	X		
2	Only approved cleaning chemicals shall be used.	X		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	X		
2	Visually check for refrigerant, oil and water leaks.	X		
3	Inspect ice condition/size.		X	
4	Clean air filter	X		
5	As needed, drain and clean unit with proper ice machine cleaning solution. Drain and cleen at a mininmum of annually.		X	Unit is offline and out of use
6	Check date on water filter, Replace as needed. Water filters should be changed annually at a minimum.		X	Unit is NOT hooked up
7	Check and tighten any loose screw-type electrical connections.	X		
8	Check all controls; adjust if necessary.		X	
9	Examine water connection; open and close water valve; test ice dispensing valve and (door) metering adjustment.		X	
10	Check and clear ice machine draining system (drain vent, strainer, trap).		X	
11	Examine condition of bin doors-closure, hinges, gaskets, handles and ease of slide; lubricate as required. Check storage bin condition.	X		
12	Clean motor, compressor, and condenser coil.		X	Unit is unused since last PM procedure

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 discription of the deficiency.
To be perfomed by: General Maintenance Worker
Additional Notes: