

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: NY058-02

MECHANIC
SIGNATURE:

Chris Welp

DATE:

9/25/19

LOCATION/RM #: WO 5311/5161 WO 5312/5162

START TIME:

10am

FINISH TIME:

10:30am

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-02	5311	10144					J-04 1-pc Air Handler	
NY058-02	5312	10145					J-04 1-pc Air Handler	

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			Location Height , makes it inaccessible
2	Check operating voltage-indicate voltage in note section			
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check amperage-indicate voltage in note section			
2	Visually check control valve(s)			
3	Check operation of control valve(s)			
4	Check condition of coils			
5	Visually inspect for coil leaks			
6	Visually inspect for piping leaks			
7	Check for deterioration of gaskets			
8	Record differential temperatures			

9	Record differential pressures			
10	Check starter/contactors			
11	Check and tighten electrical connections			
12	Clean condensate pan and clear drain line			
13	Check overall condition of unit- include year of model in note section			

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
14	Change belt if needed- indicate size in note section			
15	Change/Check filter- indicate size in note section			
16	Check integrity of cabinet hardware			
17	Inspect motor mounting isolators			
18	Check condition of pulley and belts			
19	Check pulley alignment			
20	Remove and dispose of any debris from any maintenance activity			
21	Document tasks performed during visit and report any observations to supervisor			

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct materials). Repairs found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photo of repair, and date performed by: HVAC Technician **Additional Notes:**



deficiencies
To be

