

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: NY058-02

MECHANIC
SIGNATURE: *Deen Rowt*

DATE: *10/12/21*

LOCATION/RM #: *Office Area (Ceiling)*

START TIME: *1pm*

FINISH TIME: *3pm*

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-02	14542	10144	PM-FQT-10144		PFH027A-PL7	1031N201508	J-04 1-pc Air Handler	
NY058-02	14543	10145	PM-FQT-10145	Liebert			J-04 1-pc Air Handler	
NY058-02	14673	10144	PM-SA-10144		PFH027A-PL7	1031N201508	J-04 1-pc Air Handler	
NY058-02	14674	10145	PM-SA-10145	Liebert			J-04 1-pc Air Handler	

BELT SIZE

QTY

No *1*
Belts

n/a

FILTER SIZE

QTY

20 x 20 x 4

3

Make, Model and Serial number must be filled out and corrected if applicable.

Before and After Pictures Required

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- indicate voltage in note section	✓	/	208v
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/contactor	✓	/	
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	Inspect and Change belt if needed- indicate size in note section	<i>✓</i>	<i>A</i>	
15	Change filter- indicate size in note section	<i>✓</i>		<i>20 x 20 x 4</i>
16	Check integrity of cabinet hardware	<i>✓</i>		
17	Inspect motor mounting isolators	<i>✓</i>		
18	Check condition of pulley and belts	<i>✓</i>	<i>A</i>	
19	Check pulley alignment	<i>✓</i>	<i>A</i>	
20	Remove and dispose of any debris from any maintenance activity	<i>✓</i>		
21	Document tasks performed during visit and report any observations to supervisor	<i>✓</i>		

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:**

