PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: NY058-02

LOCATION/RM #: Office Area / Telecomm Room

MECHANIC SIGNATURE: Deen Rowe   **DATE:** 6/27/22

START TIME: 8 Am   **FINISH TIME:** 10 Am

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-02	17293	10144	PM-FQT-10144		PFH027A-PL7	1031N201508	J-04 1-pc Air Handler	
NY058-02	17294	10145	PM-FQT-10145	Liebert			J-04 1-pc Air Handler	

BELT SIZE	QTY

FILTER SIZE	QTY

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	✓		

		TASK COMPLETE		
		YES	NO	
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/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**	✓		
15	**Change 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 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:**

* High Humidity Alarm (Password needed c/o access thermostat).