

PREVENTATIVE MAINTAINCE PROGRAM CHECKLIST

VARIABLE FREQUENCY DRIVE

SITE AND BLDG #: NY058-02

**MECHANIC
SIGNATURE:** *Signature on File (Rodon)*

DATE:

LOCATION/RM #: *Building 02*

START TIME: _____ **FINISH TIME:** _____

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CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)		
		YES	NO	SPECIAL INSTRUCTIONS		
TO BE PERFORMED AT EACH INSPECTION SERVICE						
1	Clean VFD with vacuum	X				
2	Tighten VFD electrical connections.	X				
3	Verify proper operation of cooling fans and clean.	X				
4	Ramp VFD up and down	X				
5	Check overall condition of unit	X				
6	Remove and dispose of any debris from any maintenance activity.	X				
7	Document tasks performed during visit and report any observations to supervisor	X				

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:**

