

# PREVENTIVE MAINTENANCE PROGRAM CHECKLIST

UNIT HEATER, ELECTRIC

**SITE AND BLDG#:** NY058-07

**MECHANIC**

**SIGNATURE:** *SIGNATURE ON FILE (DROWE)*

**DATE:** 6/6/23

Site Location	WO#	Asset#	PM#	Manufacturer	Model Number	Serial#	Asset Description	Asset Location
NY058-07	2-22507		PM-SA-10213					

CHECK POINT	CHECKPOINT DESCRIPTION	NOTES/ACTIONS (if Task Complete is Checked 'NO', Then Provide Explanation)
		TO BE PERFORMED AT EACH INSPECTION SERVICE
1	Check heater coils and associated piping for leaks or corrosion	
2	Clean heating coil Brush vacuum where accessible	
3	Inspect wiring and electrical controls for loose connections, evidence of short circuiting, wrong size fuses, circuit breakers, or switches	
4	Inspect fan for bent blades, unbalance, excessive noise and vibration	
5	Check motor and fan shaft bearings for noise, vibration, overheating; lubricate bearings	
6	Verify proper control by modulating the thermostat through complete cycle	
7	Inspect unit for proper operation	
8	Inspect unit for overall condition and recommend for replacement or other needed repairs	

**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:** General Maintenance Worker

**Additional Notes:**