

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
KITCHEN RANGE HOOD

ACTIVITY AND BLDG #: NY058-104

MECHANIC
SIGNATURE

Mike Wolfe

DATE:

6/26/19

LOCATION:

START TIME:

7am

FINISH TIME:

2pm

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-104	3934	10329					J-38 1-pc Kitchen Hood	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered.			
2	Review manufacturer's instructions.			
3	always Follow lock out/tag out procedures . De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.			
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Remove filters, scrape and wash plenum walls, filter frames and fire suppression equipment (not including the fusible links and trigger mechanisms).			
2	Scrape and/or brush the interior surfaces of all accessible horizontal and vertical ductwork.			
3	Wash all fan blades, interior and exterior of fan housing and drip pans (hot, high pressure wash when possible).			
4	Clean all louvers and dampers. If dampers must be moved to ensure complete cleaning, they will be marked and returned to their original position to prevent unbalancing the system.			
5	Replace filters to their original position			

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.



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