

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
DRINKING FOUNTAIN

SITE AND BLDG #: NY058-104

MECHANIC
SIGNATURE: *Dawn Lowe*

DATE: *7/13/21*

LOCATION/RM #: *Hallway Outside Bathrooms*

START TIME: *8am*

FINISH TIME: *9:45*

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-104	17732	10322	PM-AN-10322				J-26 1-pc Drinking Fountain Corridor 130	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
		YES	NO		
TO BE PERFORMED AT EACH INSPECTION SERVICE					
1	Change water filter, where applicable. Note Date of Filter Change	N	A	<i>No water filter</i>	
TO BE PERFORMED ANNUALLY					
1	Clean evaporator drain pan and drain piping as required.	✓			
2	Vacuum clean compressor compartment including coils, fan, compressor and other components.	✓			
3	Check for water leaks in supply and drain lines.	✓			
4	Check electrical wiring for fraying and loose connections.	✓			
5	Lubricate fan bearing motors.	✓			
6	Check operation of unit for unusual noise, vibration, short cycling, and water temperature.	✓			

7	Check mouthpiece water pressure; adjust as required.	✓/		
8	Inspect unit for proper operation.	✓/		
9	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

**Additional
Notes:**

- 2 WATER FOUNTAINS