

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**DOMESTIC HOT WATER HEATER - GAS**

**SITE AND BLDG #:** NY058-104

**MECHANIC**

**SIGNATURE:**

*Dean Rowe*

**DATE:** 8/19/22

**LOCATION/RM #:**

*Mechanics Room*

**START TIME:**

*2:30 pm*

**FINISH TIME:**

*4 pm*

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-104	18360	10323	PM-QT-10323	Rheem	ES120-36-G		J-27 1-pc Water Heater Inventory RM 227	
NY058-104	18361	10324	PM-QT-10324	Rheem	ES120-36-G		J-27 1-pc Water Heater Inventory RM 227	
NY058-104	18362	10325	PM-QT-10325	Rheem	ES120-36-G		J-27 1-pc Water Heater Inventory RM 227	

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 to.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
2	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
3	Use caution when working with natural gas fired equipment. Be aware of any smells (rotten egg) that could be a natural gas leak.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
4	Do not allow any open flames around equipment.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Attach drain hose. Drain several gallons from tank to remove sediment.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

2	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	✓	/	
3	Check all connections - electric, gas and water. Tighten as necessary.	✓	/	
4	Check operation and setting of aqua stat. Check hot water temperature with dial thermometer and set aqua stat at minimum value required for all uses.	✓	/	
5	Drain storage and expansion tanks, and flush to remove sediment, scale, and solid at bottom of tank.	✓	/	
6	Clean sight glasses on tanks.	✓	/	
7	Clean strainer, check condition of traps. Report and repair leaks.	✓	/	
8	Clean pump, controls, switches, and starters. Check operation of pump and condition of pump seal or packing and replace as required.	✓	/	
9	If applicable, Remove and inspect Anode, replace if necessary	✓	/	
10	Clean up work area and remove trash.	✓	/	

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:**

\* Replaced return pipe on heater #1 and drain on heater #3. —