

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
ICE MAKER**

SITE AND BLDG #: NY065 BLDG1

MECHANIC SIGNATURE: 

DATE: 2/25/26

LOCATION/RM #: kitchen **WO#** 21102 **ASSET #** 6804

START TIME: 9:30am

FINISH TIME: 1:30pm

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
		YES	NO		
SPECIAL INSTRUCTIONS					
1	De-energize, lock out, and tag electrical circuits.	✓			
2	Only approved cleaning chemicals shall be used.	✓			
TO BE PERFORMED AT EACH I					
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	✓			
2	Visually check for refrigerant, oil and water leaks.	✓			
3	Inspect ice condition/size.	✓			
4	Clean air filter	✓			
5	As needed, drain and clean unit with proper ice machine cleaning solution. Drain and clean at a minimum of annually.	✓			
6	Check date on water filter, Replace as needed. Water filters should be changed annually at a minimum.	✓			
7	Check and tighten any loose screw-type electrical connections.	✓			
8	Check all controls; adjust if necessary.	✓			
9	Examine water connection; open and close water valve; test ice dispensing valve and (door) metering adjustment.	✓			
10	Check and clear ice machine draining system (drain vent, strainer, trap).	✓			
11	Examine condition of bin doors-closure, hinges, gaskets, handles and ease of slide; lubricate as required. Check storage bin condition.	✓			
12	Clean motor, compressor, and condenser coil.	✓			

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 discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes: