

Zone	Location	WO #	Asset #	PM #	Asset Description	Model Number	Serial #
Z2	MD005-01	3274	1935	PM-SA-1524FC	J-1502000-08 4-pc Fan Coil	FETF083L	10-12 01170636
Z2	MD005-01	3274	1936	PM-SA-1524FC	J-1502000-08 1-pc Fan Coil		10-12 01170636
Z2	MD005-01	3274	1937	PM-SA-1524FC	J-1502000-08 2-pc Fan Coil		10-12 01170636
Z2	MD005-01	3274	1938	PM-SA-1524FC	J-1502000-08 3-pc Fan Coil	FETF023R	10-12 01170636
Z2	MD005-01	3274	1940	PM-SA-1524FC	J-1502000-08 2-pc Fan Coil	FETF083L	10-12 01170636
Z2	MD005-01	3274	1941	PM-SA-1524FC	J-1502000-08 3-pc Fan Coil	FETF033L	10-12 01170636
Z2	MD005-01	3274	1942	PM-SA-1524FC	J-1502000-08 2-pc Fan Coil	FETF063L	10-12 01170636
Z2	MD005-01	3274	1943	PM-SA-1524FC	J-1502000-08 6-pc Fan Coil	FETF 063L	10-12 01170636
Z2	MD005-01	3274	1944	PM-SA-1524FC	J-1502000-08 2-pc Fan Coil	FETF023L	10-12 01170636
Z2	MD005-01	3274	1945	PM-SA-1524FC	J-1502000-08 2-pc Fan Coil	FETF063L	10-12 01170636
Z2	MD005-01	3274	1946	PM-SA-1524FC	J-1502000-08 2-pc Fan Coil	FETF063L	10-12 01170636
Z2	MD005-01	3274	1947	PM-SA-1524FC	J-1502000-08 2-pc Fan Coil	FETF063L	10-12 01170636
Z2	MD005-01	3274	1948	PM-SA-1524FC	J-1502000-08 1-pc Fan Coil	FETF023L	10-12 01170636
Z2	MD005-01	3274	1949	PM-SA-1524FC	J-1502000-08 1-pc Fan Coil	FETF023L	10-12 01170636
Z2	MD005-01	3274	1950	PM-SA-1524FC	J-1502000-08 1-pc Fan Coil	FETF063L	10-12 01170636
Z2	MD005-01	3274	1952	PM-SA-1524FC	J-1502000-08 1-pc Fan Coil	FETF063L	10-12 01170636
Z2	MD005-01	3274	1953	PM-SA-1524FC	J-1502000-08 1-pc Fan Coil	FETF033L	10-12 01170636

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **FAN COIL UNIT/ DUCTLESS MINI SPLIT**

SITE AND BLDG #: MD 005B-1MECHANIC
SIGNATURE: DATE: 5/29/18

LOCATION/RM #:

WO# 3274ASSET # 1935-1953START TIME: 0900FINISH TIME: 1630

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES / ACTIONS (DETAILS, CORRECTIVE ACTIONS, OR 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.	/		
2	Schedule shutdown with operating personnel, as needed.	/		
3	As needed, de-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Follow lock out/tag out procedures at all times.	/		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check fan blades for dust buildup and clean if necessary.	/		
2	When applicable, check fan blades and moving parts for cracks and excessive wear.	/		
3	Tighten all electrical connectors to proper torque as needed.	/		
4	Check that the fan runs properly in all speeds as applicable.	/		
5	Check dampers and rotating auto diffusers for dirt accumulations, clean as necessary. Check felt, repair or replace as necessary.	/		
6	Check damper actuators and linkage for proper operation as applicable. Adjust linkage on dampers if out of alignment.	/		
7	Lubricate mechanical connections of dampers sparingly as applicable.	/		
8	Check the valve(s) for signs of leakage and proper operation. If leak is detected, submit a UE.	/		
9	Clean coils by brushing, blowing, vacuuming, or pressure washing.	/		
10	Check coils for leaking, tightness of fittings.	/		
11	Use fin comb to straighten coil fins as needed.	/		
12	Check belts for wear and cracks, adjust tension or alignment as applicable. Replace belts when necessary.	/		
13	Check rigid couplings for alignment on direct drives, and for tightness of assembly.	/		
14	Vacuum interior of unit.	/		