

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### UNIT HEATER, ELECTRIC

SITE AND BLDG #: PA209

MECHANIC  
SIGNATURE:

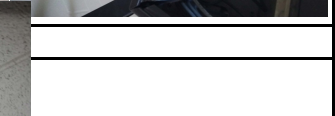






DATE: 1/22/2024

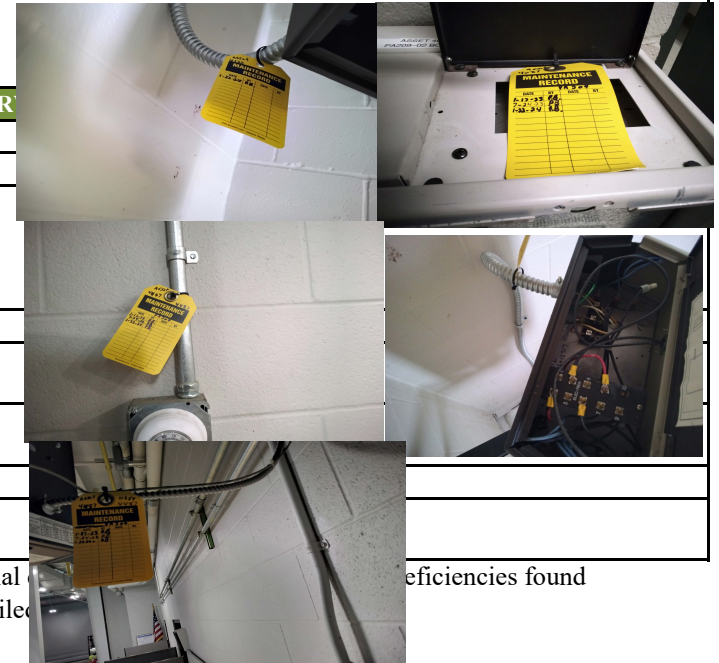
LOCATION/RM #: WO# 14661 ASSET # See notes

START TIME: 1:00PM

FINISH TIME: 2:30Pm

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	●		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check heater coils and assocoated piping for leaks or corrsion.	●		
2	Clean heating coil. Brush vaccum where accessible.	●		
3	Inspect wiring and electrical controls for loose connections, charred, frayed or broken insulation, evidence of short circuiting, wrong size fuses, circuit breakers, or switches, and other electrical deficiencies. Tighten any loose connections.	●		
4	Inspect fan for bent blades, unbalance, excessive noise and vibration.	●		
5	Check motor and fan shaft bearings for noise, vibraton, overheating; lubricate bearings.	●		
6	Verify proper control by modulating the thermostat through complete cycle.	●		
7	Inspect unit for proper operation.and associated T-Stat	●		
8	Inspect unit for overall condition and recommend for replacement or other needed repairs.	●		





Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed

iciencies found

To be performed by: HVAC Technician

Additional Notes:

Asset 4087,4131,4132,4133,44

4487 needs new breaker

4131 repaired had bad wire