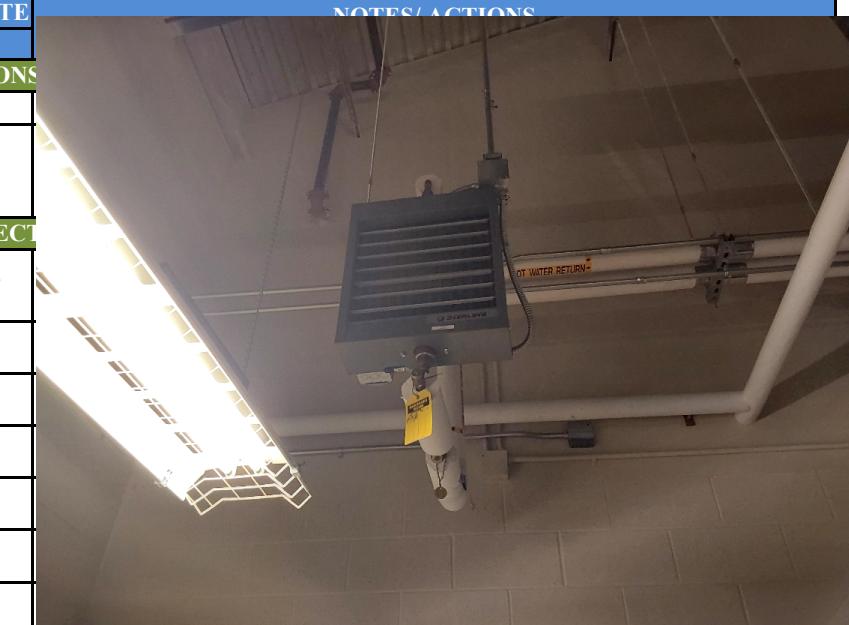


PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, HOT WATER

SITE AND BLDG #: NY126 BLDG1 **MECHANIC SIGNATURE:**  **DATE:** 7/31/23
LOCATION/RM #: BLDG1 WO# 13275 ASSET # 4169,4218, **START TIME:** 9am **FINISH TIME:** 9:30am
4351,4522,

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Schedule shutdown with operating personnel.	✓	/	
2	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				
1	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	✓	/	
2	Clean the coils	✓	/	
3	Comb the fins as needed.	✓	/	
4	Clean all fans and motors.	✓	/	
5	Check operation of controls and safeties.	✓	/	
6	Lubricate as required.	✓	/	
7	Check all motors, belts, pulleys, shafts, etc. for alignment.	✓	/	



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: