

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, INFRA-RED, RADIANT, GAS

SITE AND BLDG #: VA012-02

**MECHANIC
SIGNATURE:**





DATE: 12/2/2022

LOCATION/RM #: WO# 11514 ASSET #

START TIME: 12PM

FINISH TIME: 1PM

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	For gsa/oil heaters: 1. Remove access panels if applicable. 2. Check the fire box liner or refractory for cracks and leaks. 3. Check all gas lines for leaks. Repair as needed.	●		 
2	Clean dirt from heater, vaccuming is preferred.	●		
3	Check operation of gas valve.	●		
4	Check for gas leaks.	●		
5	Check operation of thermostat.	●		
6	If applicable, replace primary air intake filter.	●		
7	As needed, clean spark electrode and reset gap, replace if necessary.	●		
8	Inspect flue pipe and connections.	●		
9	If applicable, inspect and clean outside air blower and blower intake.	●		
10	Inspect unit for proper operation.	●		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	●		
				IR-1 Had a loose wire and has been re-crimped to make proper connection.

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re-crimped to make proper connection.

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: HVAC Technician

Additional Notes: