

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST AIR HANDLER

SITE AND BLDG #: VA009-01

MECHANIC  
SIGNATURE: *Tn L*

DATE: *5/7/19*

LOCATION/RM #:

START TIME: *10AM*

FINISH TIME: *11AM*

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA009-01	8526	2261	PM-SA-2268		199M R2	PUBLIC WORKS NUMBER MC <del>87209</del> <i>84394</i>	J-1502000-04 1-pc Air Handler   Quarterly Filter PM	<i>MECH room</i>
VA009-01	8526	2262	PM-SA-2268			0499V51953	J-1502000-04 1-pc Air Handler, with Chilled Water   Quarterly Filter PM	<i>MECH Room</i>

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, 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	Remove power at Drive or at Breaker Panel. Verify with tester or meter that power has been removed. Install lock out tag out if servicing alone or in confined space for safety precautions.			
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check fan blades and moving parts for cracks and excessive wear.			
2	Check running motor amps on all three phases (record in note column) notate L1, L2, and L3 amp draws.			
3	Tighten all electrical connectors/lugs to proper torque.			
4	If unit is a multi-zone air handler, then check each individual zone damper and associated controls.			
5	Check bearing collar set screws on fan shaft to make sure they are tight.			
6	Check filters for dirt accumulations, replace as necessary. Check belt, repair or replace as necessary.			
7	Check damper actuators and linkage for proper operation. Adjust linkage on dampers if out of alignment.			



