

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**HOT WATER HEATER**

**SITE AND BLDG #:** VA049-04

**LOCATION/RM #:**

**MECHANIC  
SIGNATURE:**

*Alv. W.*  
**DATE:** 8-27-19

**START TIME:** 8:00

**FINISH TIME:** 9:30

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA049-04	10100	1597					J-1502000-27 1-pc Water Heater	Mens Room
VA049-04	10100	1598					J-1502000-27 1-pc Water Heater	Ladies Room
VA049-04	10100	1599					J-1502000-27 1-pc Water Heater	Break Room

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.	<input checked="" type="checkbox"/>		
2	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	<input checked="" type="checkbox"/>		- only 2 water heaters on site
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Attach drain hose. Drain several gallons from tank to remove sediment.	<input checked="" type="checkbox"/>		
2	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	<input checked="" type="checkbox"/>		
3	Check all connections - electric and water. Tighten as necessary. Ensure power is disconnected to electric heaters prior to checking connections.	<input checked="" type="checkbox"/>		
4	Check operation/ setting of aqua stat. Check hot water temperature with dial thermometer, set aqua stat at minimum value required for all uses.	<input checked="" type="checkbox"/>		