PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
VAV BOX

SITE AND BLDG #: VA050-01

LOCATION/RM #: _ceiling units ALL 3 floors_

MECHANIC SIGNATURE: _Tm C_

DATE: _2/20/19_

START TIME: _9 Am_

FINISH TIME: _1:00 Pm_

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA050-01	7255	2351			VAV-SD		J-1502000-11 34-pc VAV, Single Duct	_Ceiling_

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.			_Replaced Filters_
2	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.			_14x20x1 16 x 25 x 1_
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	If EMS system permits, check that the operating controls activate damper per design specifications.			_There is only a couple_
2	If required, check damper linkage for tightness and lightly lubricate.			_that do not use filters._
3	If required, inspect dampers for free movement.			
4	If required, inspect actuators for tightness to mounting brackets.			_There are no access doors on units_
5	As needed, tighten electrical connections to servo motor.			_to inspect blower wheels or inside_
6	Inspect unit for overall condition and recommend for replacement or other needed repairs.			_of units_

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: HVAC Technician **Additional Notes:**

RM 202 intermittenly does not operate correctly and blows cold air

Rm 124 is extremely loud and RUNS constantly