

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, HOT WATER

SITE AND BLDG #: VA051-02

MECHANIC
SIGNATURE:

DATE: 5-13-19

LOCATION/RM #:

START TIME: 12PM

FINISH TIME: 12:45pm

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA051-02	8680	6991	PM-QT-6991	Rinnai	R75-LSi	08.08-165927	J-1502000-27 1-pc Water Heater cap 180k btu	AnsA Shop

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)		
		YES	NO	SPECIAL INSTRUCTIONS		
TO BE PERFORMED AT EACH INSPECTION SERVICE						
1	Check valve for full stroke operation in both directions, if applicable.	✓				
2	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	✓				
3	Clean the coil with vacuum cleaner.		✓		N/A	
4	Comb the fins as needed.		✓		N/A	
5	Clean all fans and motors.	✓				
6	Check operation of controls and safeties.	✓				

7	Lubricate as required.		✓	N/A
8	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:**

