

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
KITCHEN RANGE HOOD**

ACTIVITY AND BLDG #: VA099-01

MECHANIC

SIGNATURE: *Tm L*

DATE:

6/13/19

LOCATION:

START TIME:



10AM

FINISH TIME:

11AM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA099-01	8903	1425	<i>Greenheck</i>		Q-180-15-6	13077221 1212	J-1502000-07 1-pc Kitchen Exhaust Fan	<i>Kitchen</i>
VA099-01	8903	1426	<i>Greenheck</i>		CUE-085-D-X	13077223 1212	J-1502000-07 2-pc Kitchen Exhaust Fan	<i>Kitchen</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.			
2	Review manufacturer's instructions.			
3	always Follow lock out/tag out procedures . De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.			
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Remove filters, scrape and wash plenum walls, filter frames and fire suppression equipment (not including the fusible links and trigger mechanisms).			
2	Scrape and/or brush the interior surfaces of all accessible horizontal and vertical ductwork.			
3	Wash all fan blades, interior and exterior of fan housing and drip pans (hot, high pressure wash when possible).			

4	Clean all louvers and dampers. If dampers must be moved to ensure complete cleaning, they will be marked and returned to their original position to prevent unbalancing the system.			cleaned filters
5	Replace filters to their original position			

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.

Checklist compiled in accordance with:

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at ([Provide Link to OEM Manual/Asset Library](#))

Additional Notes:

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