

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
VARIABLE FREQUENCY DRIVE

SITE AND BLDG #: PA209

MECHANIC
SIGNATURE:

DATE: 11/21/2023

LOCATION/RM #:

WO# 14205

ASSET # 3380,3383

START TIME: 10:00AM

FINISH TIME: 10:30AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	●		 A yellow maintenance record tag is attached to a metal door. The tag has 'ASSET 3380' and 'MAINTENANCE RECORD' printed on it, with handwritten dates '11-23-23' and '11-23-23' written on it. The door has several black horizontal stripes. To the right, a control panel with a digital display and buttons is visible, also with a yellow tag attached.
TO BE PERFORMED AT EACH INSPEC'				
1	Perform a complete visual inspection and cleaning. Broken or damaged parts are replaced as required. Inspected for ambient temperature, dust, dirt, moisture, evidence of overheating, corrosion, integrity, etc. Capacitors are checked for leakage. Conductors and parts are checked for proper insulation. Drives are cleaned using vacuum or compressed air as required. Filters are cleaned or replaced. Power connections are re-torqued to manufacturer's specifications.	●		 A yellow maintenance record tag is attached to a metal door. The tag has 'ASSET 3383' and 'MAINTENANCE RECORD' printed on it, with handwritten dates '11-23-23' and '11-23-23' written on it. The door has several black horizontal stripes. To the right, a control panel with a digital display and buttons is visible, also with a yellow tag attached.

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: