

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**VARIABLE FREQUENCY DRIVE**

SITE AND BLDG #: PA209

MECHANIC  
SIGNATURE:

DATE: 11/26/2024

LOCATION/RM #:

WO# 17008

ASSET # 3380,3383

START TIME: 8:00AM

FINISH TIME: 9:00AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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.	●		 
<b>TO BE PERFORMED AT EACH INSPECT</b>				
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.	●		 

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct materials). Any repair exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and description.

To be performed by: HVAC Technician

**Additional Notes:**