

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID/Building: MD002 Date of Visit: 06/29/21

Contractor Personnel on Site:

1. _____	3. _____
2. _____	4. _____

Work Performed:

Preventive Maintenance - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. _____
2. _____
3. _____
4. _____
5. _____

74

43

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Johnny W Brown Date: 06/29/21

Signed: 

To be signed by Facility Manager:

By signing the Certification of Work, the said government representative signature does not constitute acceptance of any work performed by the contractor, it only acknowledges that the contractor was on-site during the identified timeline:

Print Name/Rank: SFC Cesar Torres Date: 06/29/21

Signed: 

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FAN COIL UNIT

SITE AND BLDG #: MD002 B-1

LOCATION/RM #: WO# 14300 **ASSET #** 3Y137

MECHANIC SIGNATURE:  **DATE:** 06/28/21

START TIME: 0900 **FINISH TIME:** 1630

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	As needed, de-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Follow lock out/tag out procedures at all times.		/	pm is preformed annually due cost of reaching this unit.
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check fan blades for dust buildup and clean if necessary.		/	
2	Check fan blades and moving parts for cracks and excessive wear.		/	
3	Tighten all electrical connectors to proper torque asneeded.		/	
4	Check that the fan runs properly in all speeds as applicable.		/	
5	Check dampers and rotating auto diffusers for dirt accumulations, clean as necessary. Check felt, repair or replace as necessary.		/	
7	Lubricate mechanical connections of dampers sparingly as applicable.		/	
8	Check the valve(s) for signs of leakage and proper operation. If leak is detected, submit a CM.		/	
9	Clean coils by brushing, blowing, vacuuming		/	
10	Check coils for leaking, tightness of fittings.		/	
11	Use fin comb to straighten coil fins as needed.		/	
12	Check belts for wear and cracks, adjust tension or alignment as applicable. Replace belts when necessary.		/	
13	Check rigid couplings for alignment on direct drives, and for tightness of assembly		/	
14	Vacuum interior of unit.		/	
15	Check filter door for proper gasketing and air leaks. Correct as needed.		/	
16	Change the filter as needed with the correct size and type filter.		/	Filter gets checked Quarterly
17	Insure that drain(s) are clear and running.- Install condensate tablet		/	
18	Clean up work area. - Record Humidity level in area		/	Humidity %

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: