

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, ELECTRIC

SITE AND BLDG #: WV010-01

LOCATION/RM #: Maintenance / Drill Hall / Rm's 101 & 102

MECHANIC
SIGNATURE: *Patrick Davis* **DATE:** 4 December 2018

START TIME: 7:30

FINISH TIME: 3:30

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV010-01	6746	4557	PM-SA-4557	N/A	N/A	N/A	J-1502000-08 3-pc Unit Heater, Electric, Wall Mounted	Not Found at this Facility
WV010-01	6746	4602	PM-SA-4557	Trane	4H5A 0605 8DAAC	196D 10891	J-1502000-08 5-pc Unit Heater, Electric, Suspended	Maintenance Drill Hall
WV010-02	6642	4479	PM-SA-3988	N/A	N/A	N/A	J-1502000-08 2-pc Unit Heater	Not Found at this Facility
WV010-02	6642	4499	PM-SA-3988	sea breeze	PTAC 412 EH322B	N/A	J-1502000-08 2-pc Unit Heater, Electric, Wall Mounted	RM 101
WV010-02	6642	4554	PM-SA-3988	Q MARK	MUH 158	N/A	J-1502000-08 3-pc Unit Heater, Electric, Suspended	RM 102

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 to.	✓		
2	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check heater coils and associated piping for leaks or corrosion.	✓		

2	Clean heating coil. Brush vacuum where accessible.	✓		
3	Inspect wiring and electrical controls for loose connections, charred, frayed or broken insulation, evidence of short circuiting, wrong size fuses, circuit breakers, or switches, and other electrical deficiencies. Tighten any loose connections.	✓		
4	Inspect fan for bent blades, unbalance, excessive noise, and vibration.	✓		
5	Check motor and fan shaft bearings for noise, vibration, overheating; lubricate bearings.	✓		
6	Verify proper control by modulating the thermostat through complete cycle.	✓		
7	Inspect unit for proper operation.	✓		
8	Inspect unit for overall condition and recommend for replacement or other needed repairs.	✓		

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:**

6th Suspended Heater in Mechanical Room in Main building:
Q MARK / MODEL# MUH158 / serial# DW0244981-001

