

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, HOT WATER

SITE AND BLDG #: WV016-01

**MECHANIC
SIGNATURE:**

Patricia Nunez

DATE: 11 December 18

LOCATION/RM #:

START TIME: 7:30

FINISH TIME: 3:30

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV016-01	6671	4392	PM-SA-4117	<i>Sterling</i>	HS-48-S	K97379617006	J-1502000-08 1-pc Unit Heater, Hot Water, Suspended	<i>Storage</i>
WV016-01	6671	4425	PM-SA-4117	<i>Sterling</i>	HS-48-S	K97379617004	J-1502000-08 1-pc Unit Heater, Hot Water, Suspended	<i>Storage</i>
WV016-01	6671	4426	PM-SA-4117	<i>Sterling</i>	HS-48-S	K97379617007	J-1502000-08 1-pc Unit Heater, Hot Water, Suspended	<i>Storage</i>
WV016-01	6671	4530	PM-SA-4117	<i>Sterling</i>	HS-84-S	K97379617010	J-1502000-08 2-pc Unit Heater, Hot Water, Suspended	<i>Assembly Hall</i>
WV016-02	6701	4393	PM-SA-4195	<i>Bradford white</i>	<i>N/A</i>	<i>PA8322136</i>	J-1502000-08 1-pc Unit Heater, Hot Water, Suspended	<i>Maintenance Room</i>
WV016-02	6701	4427	PM-SA-4195	<i>N/A</i>	HS-24S	<i>N/A</i>	J-1502000-08 1-pc Unit Heater, Hot Water, Suspended	<i>Not Found in this Bldg.</i>
WV016-02	6701	4451	PM-SA-4195	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	J-1502000-08 1-pc Unit Heater, Hot Water Radiant	<i>Garage Bay</i>
WV016-02	6701	4570	PM-SA-4195	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	J-1502000-08 3-pc Unit Heater, Hot Water, Wall Mounted	<i>Garage Bay</i>
WV016-02	6701	4594	PM-SA-4195	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	J-1502000-08 4-pc Unit Heater, Hot Water Radiant, Spark Resistant Covering	<i>Garage Bay</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 to.	✓		
2	Schedule shutdown with operating personnel.	✓		
3	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 valve for full stroke operation in both directions, if applicable.	✓		
2	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	✓		
3	Clean the coil with vacuum cleaner.	✓		
4	Comb the fins as needed.	✓		
5	Clean all fans and motors.	✓		
6	Check operation of controls and safeties.	✓		
7	Lubricate as required.	✓		
8	Check all motors, belts, pulleys, shafts, etc. for alignment.	✓		

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:**

