

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, ELECTRIC

SITE AND BLDG #: WV024-01

**MECHANIC
SIGNATURE:**

Andy Bine
8:30AM

DATE:

12-11-18
4PM

LOCATION/RM #:

START TIME:

FINISH TIME:

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV024-01	6658	4080	PM-SA-4080		GHND004 AD E1000E	A96G4039 3	J-1502000-08 1-pc Unit Heater	Did NOT Locate
WV024-01	6658	4093	PM-SA-4080		GHND004 ADE1000E	A96G4039 0	J-1502000-08 1-pc Unit Heater CUH-4	Did NOT Locate
WV024-01	6658	4200	PM-SA-4080	TPI			J-1502000-08 1-pc Unit Heater, Electric, Wall Mounted EWH-1	Main Entrance
WV024-01	6658	4201	PM-SA-4080	TPI	C09544665 41713001	HF3326TTD	J-1502000-08 1-pc Unit Heater, Electric, Wall Mounted EWH-2	Hallway
WV024-01	6658	4202	PM-SA-4080	TPI	C09544665 41 713001	HF3325TTD	J-1502000-08 1-pc Unit Heater, Electric, Wall Mounted EWH-4	men's Bath
WV024-01	6658	4210	PM-SA-4080	TPI	C09544665 41713001	HF3325TTD	J-1502000-08 1-pc Unit Heater, Electric, Wall Mounted EWH-3	Womens Bath
WV024-02	6676	4135	PM-SA-4135	No personnel with key			J-1502000-08 1-pc Unit Heater, Electric EGH-1	
WV024-02	6676	4136	PM-SA-4135			UHEL-031AACA	J-1502000-08 1-pc Unit Heater, Electric EUH-3	
WV024-02	6676	4137	PM-SA-4135			C09544665 44 143001	J-1502000-08 1-pc Unit Heater, Electric EWH-1	
WV024-02	6676	4220	PM-SA-4135			UHEC031A ACA	J-1502000-08 1-pc Unit Heater, Electric, Suspended EUH-4	

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:**



EW-2, EW-3,
EW-4
Found power switch
off on these
3 heaters.
Cycled on/off



EW-1- Motor
Squeaking. Oiled
motor and
checked bearings.
No squeak at
this time.