

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST THERMOSTATS

SITE AND BLDG #: WV006-01

MECHANIC

SIGNATURE: *Cindy Bird*DATE: *4-11-19*

LOCATION/RM #:

START TIME: *8AM*FINISH TIME: *3PM*

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV006-01	8225	5358		<i>Honeywell</i>	<i>TB3026B</i>	<i>0700</i>	J-1502000-17 14-pc Thermostat Digital Throughout	<i>Throughout</i>
WV006-01	8225	5363					J-1502000-17 1-pc Temperature Sensor AC#2	
WV006-01	8225	5367		<i>Trane</i>	<i>N/A</i>	<i>N/A</i>	J-1502000-17 1-pc Temperature Zone Control Override	<i>Rm 262</i>
WV006-01	8225	6085		<i>Honeywell</i>	<i>TB3026B</i>	<i>0879</i>	J-1502000-17 1-pc Thermostat Digital	<i>Throughout</i>
WV006-02	8276	5523		<i>Trane</i>	<i>X13790821</i>		J-1502000-17 1-pc Thermostat Analog	<i>Parts Rm</i>
WV006-02	8276	5637					J-1502000-17 1-pc Thermostat Analog EF-14	
WV006-02	8276	5960					J-1502000-17 1-pc Thermostat Analog Rm 302A	
WV006-02	8276	6322					J-1502000-17 3-pc Thermostat Analog, XP Rm 317, 304	
WV006-02	8276	6346					J-1502000-17 4-pc Thermostat Analog Rm 305, 322, 323	
WV006-02	8276	6350		<i>Honeywell</i>	<i>T822D</i>	<i>N/A</i>	J-1502000-17 4-pc Thermostat Rm 311, 301, 302, 322	<i>✓</i>
WV006-02	8276	6366		<i>Honeywell</i>	<i>2000</i>	<i>N/A</i>	J-1502000-17 7-pc Thermostat Analog Rm 311, 310, 301, 302, 322	<i>Break Rm</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.	✓		
2	Always follow lock out/tag out procedures. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	If EMS (Energy Management System) If it is EMS controlled 1- We log into computer with user name and password for EMS or DDC obtained from site personnel. 2- Validate set point and actual temp at computer		✓	Computer Monitor is broke, AFOS is ordering one!
2	Review all zone set points at the server IF Applicable		✓	N/A

3	Inspect thermostat installation; ensure mounting is correct, fastened secure and that the thermostat is not blocked by equipment generating heat or furniture blocking air circulation.	✓		
4	Remove thermostat cover and lightly blow away any accumulated dust with canned low-pressure air.	✓		
5	If applicable, replace battery as needed.	✓		
6	Use our own Temperature meter to validate the computer is correct. If it is not EMS or DDC controlled take our temperature meter and check against actual thermostat and record temperature		✓	N/A

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:

