

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, HOT WATER

SITE AND BLDG #: WV006-01

MECHANIC
 SIGNATURE: *Dan*

DATE: 5-16-19

LOCATION/RM #:

START TIME: 1:45 PM

FINISH TIME: 2:45 PM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV006-01	8648	7012	PM-QT-6833	<i>Lochinvar</i>	LTN040G	DM9999138	J-1502000-27 1-pc Water Heater cap 40 Gal	<i>Mech Rm</i>
WV006-01	8648	7061	PM-QT-6833	<i>Navien</i>	NR-240		J-1502000-27 2-pc Water Heater cap 301 Gal/hr	<i>Mech 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 to.	✓			
2	Schedule shutdown with operating personnel.	✓			
3	Follow lock out/tag out procedures at all times. 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.		✓	<i>N/A</i>	

5	Clean all fans and motors.	✓		
6	Check operation of controls and safeties.	✓		
7	Lubricate as required.	✓	✓	N/A
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:**

