

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

EXHAUST FANS

SITE AND BLDG #: WV006-02

MECHANIC

SIGNATURE:

Audrey Bird

DATE:

6-28-19

LOCATION/RM #:

START TIME:

11AM

FINISH TIME:

1PM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV006-02	9179	3507					J-1502000-07 1-pc Exhaust Fan	<i>Roof</i>
WV006-02	9179	3577					J-1502000-07 1-pc Exhaust Fan EF-15	
WV006-02	9179	3585					J-1502000-07 1-pc Exhaust Fan EF-2	
WV006-02	9179	3589					J-1502000-07 1-pc Exhaust Fan EF-20	
WV006-02	9179	3704					J-1502000-07 1-pc Exhaust Fan, Wall Mtd - Battery Room Hood	
WV006-02	9179	3760					J-1502000-07 1-pc Rooftop Exhaust Fan EF-1	
WV006-02	9179	3762					J-1502000-07 1-pc Rooftop Exhaust Fan EF-10	
WV006-02	9179	3776					J-1502000-07 1-pc Rooftop Exhaust Fan EF-14	
WV006-02	9179	3792					J-1502000-07 1-pc Rooftop Exhaust Fan EF-3	
WV006-02	9179	3794					J-1502000-07 1-pc Rooftop Exhaust Fan EF-4	
WV006-02	9179	3799					J-1502000-07 1-pc Rooftop Exhaust Fan EF-5	
WV006-02	9179	3800					J-1502000-07 1-pc Rooftop Exhaust Fan EF-6	
WV006-02	9179	3806					J-1502000-07 1-pc Rooftop Exhaust Fan EF-7	
WV006-02	9179	3809					J-1502000-07 1-pc Rooftop Exhaust Fan EF-8	

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, as needed.	✓		
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	Clean unit, especially fan blades.	✓		
2	Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. Change badly worn belts. Multiple belts should be replaced with matched sets.	✓		
3	Perform required lubrication and remove old or excess lubricant.	✓		
4	Clean motor with vacuum or low pressure dry air (less than 40 psi). Check for obstructions in motor cooling and air flow.	✓		
5	Check structural members, vibration eliminators, and flexible connections. Check fan housing to ensure there is no damage and the housing is tight.	✓		
6	Start unit and check for vibration and noise.	✓		
7	Remove all trash and debris.	✓		

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:**



Failed fan motor.

Parts 12m

CM Needed