

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
AIR HANDLER

SITE AND BLDG #: WV020-01

**MECHANIC
SIGNATURE:**

DATE:

LOCATION/RM #:

START TIME:

FINISH TIME:

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV020-01	8764	3160	✓	Trane	MCCA010CAG0C0F0A 0000000	K97C36123	J-1502000-04 1-pc Air Handler, With AHU-1 Quarterly Filter PM	
WV020-01	8764	3167	✓	Trane	MCCA010BAG0C0FA0 ALBB00	K97C36122	J-1502000-04 1-pc Air Handler, With Chilled Water AHU-1(Module 2) Quarterly Filter PM	
WV020-01	8764	3168	✓	Trane	MCCA010MAG0C0B0B B0000D00A 0	K97C36120	J-1502000-04 1-pc Air Handler, With Chilled Water AHU-1(Module 4) Quarterly Filter PM	
WV020-01	8764	3171	*	Trane	MCCA010GAN0ABA00 OE0CAA000 0BC000DAAAB00A0	K97C36086	J-1502000-04 1-pc Air Handler, With Chilled Water AHU-2(Module 1) Quarterly Filter PM	
WV020-01	8764	3173	X	Trane	MCCA010GAN0ABA00 OE0CAA000 0BC000DAAAB00A0	K97C36085	J-1502000-04 1-pc Air Handler, With Chilled Water AHU-2(Module 3) Quarterly Filter PM	
WV020-01	8764	3178	X	Trane	MCCA010HCE0C0B0B COA	K97C36121	J-1502000-04 1-pc Air Handler, WithChilled Water AHU-1(Module 3) Quarterly Filter PM	
WV020-01	8764	3179	X	Trane	MCCA010GAN0ABA00 OE0CAA0000BC000DA AAB00A0	K97C36089	J-1502000-04 1-pc Air Handler, WithChilled Water AHU-2(Module 4) Quarterly Filter PM	
WV020-01	8764	3198	X	Trane	TTA240B300BD	M1342UYAH	J-1502000-04 1-pc Air Unit, Outdoor AHU Quarterly Filter PM	
WV020-01	8764	3199	X	Trane	TTA180B300CC	M13420AAH	J-1502000-04 1-pc Air Unit, Outdoor AHU Quarterly Filter PM	

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.	X		
2	Remove power at Drive or at Breaker Panel. Verify with tester or meter that power has been removed. Install lock out tag out if servicing alone or in confined space for safety precautions.	X		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check fan blades and moving parts for cracks and excessive wear.	X		
2	Check running motor amps on all three phases (record in note column) notate L1, L2, and L3 amp draws.	X		_____
3	Tighten all electrical connectors/lugs to proper torque.	X		
4	If unit is a multi-zone air handler, then check each individual zone damper and associated controls.	X		
5	Check bearing collar set screws on fan shaft to make sure they are tight.	X		
6	Check filters for dirt accumulations, replace as necessary. Check belt, repair or replace as necessary.	X		
7	Check damper actuators and linkage for proper operation. Adjust linkage on dampers if out of alignment.	X		
8	Lubricate mechanical bearings and connections sparingly.	X		
9	Clean coils by brushing, blowing, vacuuming, or pressure washing.	X		
10	Check coils for leaking, tightness of fittings.	X		
11	Use fin comb to straighten coil fins.	X		
12	If applicable, clean strainer (annually).	X		
13	Flush and clean condensate pans and drains, remove all rust prepare metal and paint. Hose down coils and drain pans and wash with an appropriate EPA approved solution approved solution. Treat condensate pans with an EPA approved biocide.	X		

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
14	Check belts for wear and cracks, adjust tension or alignment. Replace belts when necessary. Multi-belt drives shall only be replaced with matched sets.	X		
15	Check rigid couplings for alignment on direct drives, and for tightness of assembly. Check flexible couplings for alignment and wear.	X		
16	Check and test freeze stat for proper operation	X		

