

**REVIEWED**

By Michael Merchan at 10:30 am, Feb 14, 2019

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**UNIT HEATER, HOT WATER**

**SITE AND BLDG #:** WV020-02**LOCATION/RM #:** Rooms 111 & 102
**MECHANIC**  
**SIGNATURE:** Patrick Davis
**DATE:** 13 February 2019**START TIME:** 7:30**FINISH TIME:** 3:30

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV020-01	7381	7046		Navien	NR-240-NG	8880-20100426-3017	J-1502000-27 1-pc Water Heater Rm 111	Rm 111
WV020-01	7381	7047		Navien	NR-240-NG	194IB009	J-1502000-27 1-pc Water Heater Rm 111	Rm 111
WV020-01	7381	7048		Navien	NR-240-NG		J-1502000-27 1-pc Water Heater Rm 111	Rm 111
WV020-01	7381	7049		Navien	NR-240-NG	202JB005	J-1502000-27 1-pc Water Heater Rm 111	Rm 111
WV020-02	7428	7008		whirlpool	E2F40LD045V	407140454	J-1502000-27 1-pc Water Heater cap 38 RM 102	Rm 102

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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.	✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
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.	✓		
5	Clean all fans and motors.	✓		
6	Check operation of controls and safeties.	✓		
7	Lubricate as required.	✓		
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:**

