

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**UNIT HEATER, INFRA-RED, RADIANT, GAS**

SITE AND BLDG #: **WV024**LOCATION/RM #: **WO#11649 ASSET # 4507**MECHANIC  
SIGNATURE:*Brian McDonald*DATE: **1-19-2023**START TIME: **730**FINISH TIME: **330PM**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	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	For gsa/oil heaters: 1. Remove access panels if applicable. 2. Check the fire box liner or refractory for cracks and leaks. 3. Check all gas lines for leaks. Repair as needed.	●		  
2	Clean dirt from heater, vaccuming is preferred.	●		
3	Check operation of gas valve.	●		
4	Check for gas leaks.	●		
5	Check operation of thermostat.	●		
6	If applicable, replace primary air intake filter.	●		
7	As needed, clean spark electrode and reset gap, replace if necessary.	●		
8	Inspect flue pipe and connections.	●		
9	If applicable, inspect and clean outside air blower and blower intake.	●		
10	Inspect unit for proper operation.	●		
11	Inspect unit for overall condition and recommend for replacement or other needed repairs.	●		

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 **This gas unit Heater, takes care of the**

**Additional Notes:**   
**fenced storage area and has a long split in the  
heat exchanger and the heater  
will need to be replaced .**