

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
ICE MAKER

SITE AND BLDG #: WV035

MECHANIC
SIGNATURE: 

DATE:

2-21-2025

LOCATION/RM #: WO# 17851 ASSET # 9305

START TIME: 800 FINISH TIME: 330

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	De-energize, lock out, and tag electrical circuits.	<input checked="" type="checkbox"/>		
2	Only approved cleaning chemicals shall be used.	<input checked="" type="checkbox"/>		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	<input checked="" type="checkbox"/>		
2	Visually check for refrigerant, oil and water leaks.	<input checked="" type="checkbox"/>		
3	Inspect ice condition/size.	<input checked="" type="checkbox"/>		
4	Clean air filter	<input checked="" type="checkbox"/>		
5	As needed, drain and clean unit with proper ice machine cleaning solution. Drain and clean at a minimum of annually.	<input checked="" type="checkbox"/>		
6	Check date on water filter, Replace as needed. Water filters should be changed annually at a minimum.	<input checked="" type="checkbox"/>		
7	Check and tighten any loose screw-type electrical connections.	<input checked="" type="checkbox"/>		
8	Check all controls; adjust if necessary.	<input checked="" type="checkbox"/>		
9	Examine water connection; open and close water valve; test ice dispensing valve and (door) metering adjustment.	<input checked="" type="checkbox"/>		
10	Check and clear ice machine draining system (drain vent, strainer, trap).	<input checked="" type="checkbox"/>		
11	Examine condition of bin doors-closure, hinges, gaskets, handles and ease of slide; lubricate as required. Check storage bin condition.	<input checked="" type="checkbox"/>		
12	Clean motor, compressor, and condenser coil.	<input checked="" type="checkbox"/>		

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: