

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

UNIT HEATER, HOT WATER

Cabinet Heat

SITE AND BLDG #: UY024-204

MECHANIC SIGNATURE: *John M. Anderson*

DATE: 12/18/18

LOCATION/RM #:

WO#

ASSET # 9629

START TIME: 1:00 PM

FINISH TIME: 1:30 PM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETED		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO FURTHER EXPLANATION)
		YES	NO	
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.	/	/	re
3	Clean the coil with vacuum cleaner.	/	/	clean coil
4	Comb the fins as needed.	/	/	yes
5	Clean all fans and motors.	/	/	yes
6	Check operation of controls and safeties.	/	/	check controls
7	Lubricate as required.	/	/	check motors
8	Check all motors, belts, pulleys, shafts, etc. for alignment.	/	/	yes

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:**CABINET HEATER (P) pieces  
Replaced air filter