

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
UNIT HEATER, HOT WATER

SITE AND BLDG #: WY 024-356

**MECHANIC
SIGNATURE:** J. Miller

LOCATION/RM #: WO# 1628 ASSET # 970-3

DATE: 12/12/2011

START TIME: 12:10 PM

FINISH TIME: 12:40 PM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		SPECIAL INSTRUCTIONS	NOTES/ ACTIONS
		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.	✓			IF TASK COMPLETE IS CHECKED NO PROVIDED EXPLANATION
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.	✓			
		TO BE PERFORMED AT EACH INSPECTION SERVICE			
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. To be performed by: General Maintenance Worker

Additional Notes:

Direct Drive