

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

SITE AND BLDG #: NY024-358

MECHANIC
SIGNATURE: [Signature]

DATE: 12/5/13

LOCATION/RM #: M100 VO#: ASSET #

START TIME: FINISH TIME:

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		SPECIAL INSTRUCTIONS	NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE 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	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	For gas/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.				check ok
2	Clean dirt from heater, vacuuming is preferred.	☒			clean
3	Check operation of gas valve.	☒			ok
4	Check for gas leaks.	☒			#1 - Replace burner (2)
5	Check operation of thermostat.				24 x 20 x 2
6	If applicable, replace primary air intake filter.				#2 - Replace burner
7	As needed, clean spark electrode and reset gap. replace if necessary.	☒			(2) 20 x 20 x 1
8	Inspect flue pipe and connections.				2) 18 x 20 x 1
9	If applicable, inspect and clean outside air blower and blower intake.				replace and finish
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

Additional Notes:

ASSET #
W.O. #
6406-#1
6406-#2