

PM-SA-10431

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

UNIT HEATER, HOT WATER

SITE AND BLDG #: NYolo Reserve BdgLOCATION/RM #: 138 WO# 152 ASSET # 10431MECHANIC
SIGNATURE: Shane CappellDATE: 12/18/2018

START TIME:

FINISH TIME:

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.	X	
2	Schedule shutdown with operating personnel.	X	
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.	X	
1	Check valve for full stroke operation in both directions, if applicable.	X	
2	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	X	
3	Clean the coil with vacuum cleaner.		
4	Clean the fins as needed.	X	
5	Clean all fans and motors.	X	
6	Check operation of controls and safeties.	X	
7	Lubricate as required.	X	
8	Check all motors, belts, pulleys, shafts, etc. for alignment.	X	

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: