

5021CPS1FME003 WO Template Cheney Monthly PM HVAC Equipment - AHU-Air

Checklist

- 1 The fan belts must be inspected periodically to assure proper unit operation.
- 2 Inspect air filters and clean (or replace) if necessary.
- 3 Check unit wiring to ensure all connections are tight and that the wiring insulation is intact.
- 4 Check drain pans and condensate piping to insure they are free of obstacles.
- 5 Manually rotate the indoor fan to ensure proper operation.
- 6 Inspect the evaporator coils for dirt and debris. If the coils appear dirty, clean them.
- 7 Observe indoor fan operation and correct any unusual or excessive vibration.
- 8 Clean blower wheels as needed.
- 9 The fan belts must be inspected periodically to assure proper unit operation.
- 10 Condensing unit coils being inspected and cleaned regularly
- 11 Create a new corrective work order to address any repairs made and or needed during the PM work