

5021CPS1FMT011 WO Template Cheney General PM HVAC Equip Fall-Winter Heating Maint
Checklist

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- 1 Replace filters on heating equipment
- 2 Check condition of belts and pulleys and replace as needed
- 3 Clear drain lines and pans
- 4 Check electrical connections
- 5 Check operation of fan and blower motor and adjust if needed
- 6 Inspect ignition and burner assembly
- 7 Lubricate motors, bearings and other moving parts
- 8 Check operation of thermostats and other controls
- 9 Inspect heat exchanger
- 10 Create a new corrective work order to address any repairs made and or needed during the PM
work