

GAS FURNACE

Maintenance / Inspection Checklist

Canadian Forces Housing Agency's Maintenance and Minor Improvements Standing Offer Document 2020-2024

Address- Street: _____ Bldg.n^o: _____ Sub Bldg.n^o: _____

Date Serviced: _____ DAY/MTH/YEAR **Work Order n^o:** _____

Appliance Information:

Furnace year Installed: _____ Make: _____ Model n^o: _____ Serial n^o: _____

BTU input rating: _____ Venting type: (power, direct or conventional) _____

Thermostat- Make: _____ Model n^o: _____

Items to be serviced or inspected:

Check/populate applicable box(es) **N/A** = Not Applicable; **C** = Completed; **A/R** = Action Required

		N/A	C	A/R	Describe Action Required:
1.	Thermostat and humidistat – inspected / batteries – replaced				
2.	Air filter: disposable – replaced / reusable – cleaned				
3.	Electrical wiring and connections – inspected, cleaned and tightened				
4.	CO Combustion efficiency tests – performed and results attached				
5.	Blower motor, wheel and fan – inspected and cleaned				
6.	Fan belt tension and alignment – inspected				
7.	Safety limit controls – inspected				
8.	Gas pipe and valve – inspected				
9.	Heat Exchanger – inspected				
10.	System operating pressure – inspected				
11.	Electric ignition system – inspected				
12.	Burner orifices – inspected, cleaned and adjusted				
13.	Relays – inspected				
14.	Low voltage fuse – inspected				
15.	Flame spreader – inspected				
16.	Automatic gas control valve assembly – inspected				
17.	Flow switch – inspected				
18.	Gas regulator – inspected				
19.	Thermocouple – inspected				
20.	Combustible materials minimum clearances – inspected				
21.	Condensate pump, line and pan – inspected and cleaned				
22.	Humidifier tray, float and pad – inspected and cleaned				
23.	Furnace casing – inspected				
24.	Appliance operation after servicing – tested				
	Venting type: Power				
25.	Power venting motor – inspected and cleaned				
26.	Venting, flue and fresh air intake – inspected and cleaned				
	Venting type: Direct or Conventional				
27.	Chimney thimble – inspected				
28.	Chimney cleanout – inspected and cleaned				
29.	Automatic vent damper and motor – inspected				
30.	Venting flue – inspected and cleaned				

Occupant's information: (write "VOID" if RHU is vacant)	Contractor's information:
Occupant's name: _____	Technician's name: _____
Occupant's signature: _____	Certificate n ^o : _____