

# AIR TO AIR HEAT PUMP

## Maintenance / Inspection Checklist

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

<b>Address- Street:</b>		<b>Bldg.nº:</b>	<b>Sub Bldg.nº:</b>		
<b>Date Serviced:</b> DAY/MTH/YEAR		<b>Work Order nº:</b>			
<b>Appliance Information:</b>					
Year Installed:		Size (tonnes):		Halocarbon inventory nº:	
In service weight of halocarbon:				Refrigerant type:	
Outdoor unit-	Make:	Model nº:		Serial nº:	
Indoor unit-	Make:	Model nº:		Serial nº:	
<b>Items to be serviced or inspected:</b>					
Check/populate applicable box(es) <b>N/A</b> = Not Applicable; <b>C</b> = Completed; <b>A/R</b> = Action Required					
		<b>N/A</b>	<b>C</b>	<b>A/R</b>	<b>Describe Action Required:</b>
1.	Thermostat – inspected / batteries – replaced				
2.	Air filter(s): disposable – replaced / reusable – cleaned				
3.	Electrical connections and contacts – inspected, tightened and cleaned				
4.	Coils, fins (evaporator and condenser) – inspected and cleaned				
5.	Lines, joints and coil – inspected for leaks				
6.	Refrigerant lines – inspected				
7.	Operating pressures – inspected				
8.	Draw on condenser motor and compressor – inspected				
9.	Blower air flow – inspected				
10.	Blower air flow across condenser coil – inspected				
11.	Temperatures across air handler - inspected				
12.	Temperatures across condenser coil – inspected				
13.	Back-up heat and emergency heat source, controls operation – inspected				
14.	Indoor unit defrost & heating modes/reversing valve switch/ calibrate time clocks – inspected				
15.	Condensate pump, line and pan - inspected and cleaned				
16.	Unit leveled and secured – inspected				
17.	Unit exterior casing – inspected				
18.	Appliance operation after servicing – inspected				
<b>Occupant's information:</b> (write "VOID" if RHU is vacant)		<b>Contractor's information:</b>			
Occupant's name:		Technician's name:			
Occupant's signature:		Certificate nº:			



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