

Medical/Dental Clinic

Preventive Maintenance Schedule

System: Constant and Variable Volume Terminal Units

Maintenance Task Description	Frequency *	Skill Level **	Time Hours ***
Inspect damper operating linkages and lubricate if recommended by the manufacturer	A	A	0.25
Inspect and clean air flow velocity sensors	A	A	0.25
Inspect hot water heating coil and clean if dirty	A	A	0.25
Open and bleed coil air vent for trapped air	A	A	0.25
Inspect electrical wiring connections and tighten if required	A	A	0.25

* Frequency Legend	
D	Daily
W	Weekly
M	Monthly
Q	Quarterly
SA	Semi-Annually
A	Annually

** Skill Level Legend	
O	Unskilled Laborer
A	Apprentice Mechanic
J	Journeyman Mechanic
M	Master Mechanic
FT	Factory Trained Tech.

*** The time indicated is for the required to service one unit
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