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| **AHU/FDV NO:** | **Tag No:** | **Date:** |

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| **Sr. No** | **Activity** | **Observation** | **Remark if any** |
| 1 | Check for any air leakage from the plenum & inspection door, correct if any |  |  |
| 2 | Check & ensure free flow of water in drain pipe line, clean with compressed air if pipeline is choked |  |  |
| 3 | Check & re grease the bearing of motor & blower, replace bearing if found any abnormal noise from bearing |  |  |
| 4 | Check & ensure functioning of heaters with respect to thermostat setting |  |  |