

**SERVICE REPORT PREVENTIVE
MAINTENANCE
PRECISION AIR CONDITIONING (PAC)
PT. HM SAMPOERNA SUKOREJO
PLANT**

FORM NO.

Tipe Form
PM04

Lokasi :	Model Unit :	Team Engineer List :	Date :
Code unit :	No. Seri :		Start PM :
Nomor Unit :	Periode :		Close PM :

CHECKLIST TEAM BRIEFING

INTENSIVE SAFETY BRIEFING ? OK ? NOT OK
TEAM

A Filter Section

Item Checked	Spec. Range / Cond. Std.	Actual Checked	Item Checked	Spec. Range	Actual Checked
1. Check/Replace filters	Clean or Dirty	Clean	5. Clean condensate pan	Clean or Dirty	Clean
2. Grille area unrestricted	OK / Not OK	Ok	6. Clean trap in condensate drain	Clean or Dirty	Clean
3. Wipe section clean	Clean or Dirty	Clean	7. Check/Test filter-clog switch operation	Ok or No	Ok
4. Coil clean	Clean or Dirty	Clean			

B Blower Section

Item Checked	Spec. Range / Cond. Std.	Blower 1		Blower 2		Blower 3		Keterangan
		Before	After	Before	After	Before	After	
1. Mounting bolts tight	Ok or No	OK	OK	OK	OK	OK	OK	OK
2. Fan-guard bolts tight	Ok or No	OK	OK	OK	OK	OK	OK	OK
3. Impeller spins freely	Ok or No	OK	OK	OK	OK	OK	OK	OK
4. Check/Test air sail switch	Ok or No	OK	OK	OK	OK	OK	OK	OK
5. Motor amp draw • Compare to nameplate amps	FLA L1 =.... A	L1	L1	L1	L1	L1	L1	l
	FLA L2 =.... A	L2	L2	L2	L2	L2	L2	l
	FLA L3 =.... A	L3	L3	L3	L3	L3	L3	l
6. Check belt tension and condition	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok
7. Check sheave/pulley	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok

C Reheat

Item Checked	Spec. Range / Cond. Std.	Heater 1		Heater 2		Heater 3		Keterangan
		Before	After	Before	After	Before	After	
1. Reheat amp draw	FLA =..... A	l	l	l	l	l	l	l
2. Check Heater Resistance	18-22 ohm	l	l	l	l	l	l	l
3. Inspect elements	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok
4. Check wire connections	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok

D Steam Generating Humidifier

Item Checked	Spec. Range	Actual Checked	Item Checked	Spec. Range	Actual Checked
1. Humidifier amp draw A	l	4. Check condition of steam hose	Ok or No	Clean
2. Check drain valve/drain lines/trap for damage/clogs/leaks	Ok or No	Ok	5. Clean strainer	Ok or No	Clean
3. Check water fill valve and all supply lines/connection for leaks	Ok or No	Clean	6. Check humidifier bottle (Boiler tank)	Ok or No	Clean
			7. Check operation of humidifier	Ok or No	Ok

E Electrical Panel

Item Checked	Spec. Range / Cond. Std.	Actual Checked		Keterangan
		Before	After	
1. Check fuses	Ok or No	Ok	Ok	Ok
2. Check contactors for pitting (Replace if pitted)	Ok or No	Ok	Ok	Ok
3. Check/Re-torque wire connections	Ok or No	Ok	Ok	Ok

E Electrical Panel						
	Item Checked	Spec. Range / Cond. Std.	Actual Checked		Keterangan	
			Before	After		
	4. Voltage Line to Neutral Ground	220 + 10%	L1/L2/L3 = 1 V	L1/L2/L3 = 1 V	1	
	5. Voltage Line to Line	380 + 10%	L1L2/L2L3/L1L3 = 1 V	L1L2/L2L3/L1L3 = 1 V	1	
	6. Frequency	50 + 10%	F = 1 Hz	F = 1 Hz	1	

F Controls						
	Item Checked	Spec. Range / Cond. Std.	Actual Checked	Item Checked	Spec. Range	Actual Checked
	1. Check/Verify control operation	Ok or No	Ok	3. Check/Test water-detection device	Ok or No	Ok
	2. Check/Test changeover device	Ok or No	Ok	4. Check/Test CAN connection between indoor and outdoor units	Ok or No	Ok

G Refrigeration Piping						
	Item Checked	Spec. Range	Actual Checked	Item Checked	Spec. Range	Actual Checked
	1. Check refrigerant lines (clamps secure/no rubbing/no leaks)	Ok or No	Ok	3. Check for restriction temperature drop across filter drier	Ok or No	Clean
	2. Check for moisture (sight glass)	Ok or No	Ok			

H Compressor Section									
	Item Checked	Spec. Range / Cond. Std.	Comp. 1		Comp. 2		Comp. 3		Keterangan
			Before	After	Before	After	Before	After	
	1. Ampere draw	OA..... A	1	1	1	1	1	1	1
	2. Check oil level	55 - 90 PsiG	1	1	1	1	1	1	1
	3. Check for oil leaks	200 - 300 PsiG	1	1	1	1	1	1	1
	4. Check compressormounts (springs/bushings)	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok
	5. Cap tubes (not rubbing)	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok
	6. Check/Re-torque wireconnections (inside compressor box)	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok
	7. Compressor operation (vibration/noise) Hz dB	1	1	1	1	1	1	1
	8. Check crank-case heater fuses/operation	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok
	9. Check for refrigerantleaks	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok
	10. Suction pressureCircuit	55 - 90 PsiG	1	1	1	1	1	1	1
	11. Discharge PressureCircuit	200 - 300 PsiG	1	1	1	1	1	1	1
	12. Superheat Circuit ?C	1	1	1	1	1	1	1
	13. Low-pressure switchcut out Circuit	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok
	14. Low pressure cut inCircuit	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok
	15. High pressure cut out Circuit	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok
	16. Sight Glass	Ok or No	Ok	Ok	Ok	Ok	Ok	Ok	Ok

I Condensor Section					
	Item Checked	Spec. Range	Before	After	Keterangan

1. Coil clean of debris (Clean coil if required)	Clean or Dirty	Clean	Clean
2. Fans free of debris	Clean or Dirty	Clean	Clean
3. Fans securely mounted	1	1	1
4. Motor bearings in good condition	1	1	1
5. Check all refrigerant lines for vibration isolation. Support as necessary	Ok or No	Ok	Ok
6. Check for refrigerant leaks	Ok or No	Ok	Ok
7. Check surge-protection device (if installed) status-indicator lights	Ok or No	Ok	Ok
8. Check/Re-torque wire connections	Ok or No	Ok	Ok
9. Check contactors for pitting (replace if pitted)	Ok or No	Ok	Ok
10. Verify operation sequence/set points	1	1	1
11. Charge verification:	1	1	1
a. Outdoor Ambient Temperature	1	1	1
b. Subcooling	1	1	1
c. Indoor-unit Return-air Temperature	1	1	1
d. Sight-glass level (if Lee-Temp or pumped refrigerant)	1	1	1
12. Motor amp draw	FLA = 1 A	L1/L2/L3 = 1 Amp	L1/L2/L3 = 1 Amp

J General Function

Item Checked	Spec. Range	Actual Checked	Item Checked	Spec. Range	Actual Checked
1. Cooling Test	Ok or No		4. Dehumidification Test	Ok or No	
2. Heating Test	Ok or No		5. Alarm Test	Ok or No	
3. Humidification Test	Ok or No				

K Room Condition

Item Checked	Spec. Range	Actual Checked	Item Checked	Spec. Range	Actual Checked
1. Temperature °C		2. Humidity %	

NOTES

Temuan :

Rekomendasi :

RESUME

JOB COMPLETED ? YES ?	? NO, please check on NOTES	RUNNING HOURS :
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APPROVAL SIGNING

Approved by ISS,	Verified By Supervisor,	Service By Team Leader/Staf,
(_____) No. HP.	(_____) No. HP.	(_____) No. HP.

Keterangan : Lembar 1 untuk Teknisi; Lembar 2 untuk User; Lembar 3 Arsip Kantor