Appendix E-HVAC Inspection Checklist

Building: Loc		n:	Date:	
Equipment:		Manufacturer: _		
Other ID:	File # :		Prepared by:	

	Condition			Priority
Parameter	OK	Not OK	Notes	L, M, H
Outdoor Air Intake				
Bird screen				
Air flow unobstructed				
No close-by pollutant sources				
Mixing Plenum				5
Clean				
Coils and Condensate Pans:				
Clean, no corrosion				
No odors				
No microbial growth				
Pans draining, traps filled				
Humidifiers				
Clean				
No standing water or overflow				
No microbial growth or mineral deposits				
Controls				
Set points				
Functioning				8
Fans				
Clean, no corrosion				
No excess vibration				
Belts				
No excess noise or vibration				
No leakage				
Pressurization				
Filters				
General condition				
Installed properly (no bypass)				
No odors/visible pollution				

Hvac Checklist Forms

SJ Ball

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