

# PREVENTIVE MAINTENANCE CHECKLIST

Please circle the service you would like completed. If you want all the service completed for a specific piece of equipment simply circle the top underlined header of that particular section. You can fax this page back to 508-375-0029 or email it to [harriswarrenck@comcast.net](mailto:harriswarrenck@comcast.net).

## **Ranges:**

Check gas pressure  
Calibrate oven thermostat  
Check and clean top pilots or replace if necessary  
Check and adjust oven door mechanics, replace springs or bell cranks if needed  
Clean top burners and adjust air shutters  
Check thermocouple voltage and pilot safety valve, test function  
Clean and adjust oven burner  
Disassemble, clean and grease stove top valves, replace missing handles  
Replace or repair other parts needed  
Provide estimate of parts and repairs needed

## **Convection Ovens:**

Check gas pressure  
Calibrate oven thermostat  
Check and adjust doors and gaskets  
Clean motor vents, check bearings and fan wheel  
Tightened all electrical connections, examined cord and door switch  
Check pilot and safety function

## **Charbroilers:**

Disassemble and clean burners, replace warped parts  
Replace lava rock where applicable  
Check and repair pilots as needed  
Clean and lubricate valves  
Check gas pressure and adjust flame air mix

## **Warmers – Electric:**

Check all electrical connections, tightened and replace suspect connections  
Test controls and thermostat (where applicable)  
Inspect elements or burner  
Check elements for leakage to ground

## **Warmers – Gas:**

Check for leaks, pilot operation and test safety  
Check gas pressure, clean and adjust burners  
Disassemble, clean and lube gas valves

## **Steam Kettles:**

Verify electronic control sequence  
Test safety and calibration as needed  
Clean boiler and test water level controls  
Lubricate combustion blower and check air switch connection  
Repair any water leaks  
Replace filter media, if any  
Tighten all electrical connections and control functions  
Measure amperage on all electrical elements  
Clean and adjust gas burners and check pilot function

**Fryers:**

Clean burners  
Check gas pressure  
Check operation sequence  
Check pilot voltage and safety operation  
Calibrate thermostat  
Inspect for leaks

**Booster heater – electric:**

Check and tighten all electrical connections  
Check elements and amperage draw  
Replace suspect contactors  
Check and adjust pressure regulator  
Calibrate output to 180 degrees F  
Test T + P valve  
Check for and repair water leaks

**Exhaust fans:**

Replace belt and check tension  
Check pulley alignment  
Check motor and bearing – lubricate as needed, check capacitor  
Grease fan bearings as needed  
Check connections at motor starter where applicable

**Ice machines:**

Clean and sanitize machine and bin  
Check operation cycle and time and adjust cube size  
Replace water filter  
Scan for refrigerant leaks, check charge and pressures  
Clean condenser  
Tighten electrical connection and record amp draw  
Check compressor for electrical leakage and record

**Refrigeration:**

Clean condenser and fan  
Check charge and superheat  
Reset pressure switches twice yearly  
Measure and record compressor current draw  
Check contactors and electrical connections  
Check for leaks with chemical detector  
Check temperatures  
Inspect evaporator and clear out drains  
Check gaskets

\*Harris Warren offers contracts for preventive maintenance which will prolong the quality, performance and efficiency to all your equipment. Try our services at this ***special price*** and then get a contract of your own that is customized to ***your*** needs. This is the most cost effective way to keep your equipment regularly serviced and maintained by our technicians.