

Air Conditioner Inspection checklist

Format No.:

Month: _____ Area / Location: _____ Frequency: _____

Inspection Guideline :

- (1) Inspection frequency maintains is responsibility of designate person.
- (2) Inspect Air conditioner as per Capacity Ton & Tick mark.

INSPECTION	A.C.					Capacity (Area Cover)	OBSERVATION
	1T	1.5T	2T	4T	G		
Unit should be clean & dust free, in side as well as out side of the Air conditioner							
General condition of the unit							
Unit number, Serial number, identification numbers clearly and legibly.							
Check whether excessive noise by unit							
Check whether excessive vibration by unit							
Condensate directed away from unit							
Air conditioner at safe position & location?							
Whether deployed Cover or guards in at place?							
Screws, nuts and bolts in place							
Plug, wiring and cables safe in good condition							
Filter should be clean and without any damage							
Compressor of the Air conditioner is working properly? Is there extra noise? Un expectable behavior noted?							
Thermostat functioning							
Controls & switches in working condition							
Is there any evidence found of gas leakage?							
INSPECTORS NAME & SIGNATURE						SAFETY OFFICER SINGATURE	ENVIRONMENT HEALTH & SAFETY – MANAGER

- A.C. = Air Conditioner
- #T = # Ton
- G = General A.C.