

Company Name: _____

Maintenance Forms & Logs

Date: _____

Log ID: _____

Version: 1.0

Chiller Preventive Maintenance Daily/Weekly/Monthly Log Sheet

1.0 Form Objective & Asset Scope

This maintenance log is designed to track the daily, weekly, and monthly preventive maintenance tasks for industrial chillers used in manufacturing and facility operations. Proper chiller maintenance ensures consistent cooling capacity, energy efficiency, and extends equipment life while preventing unplanned downtime.

This log applies to all water-cooled and air-cooled chillers within the facility, including but not limited to centrifugal, screw, and reciprocating compressor types. Compliance with this log supports OEM warranty requirements and reliability-centered maintenance (RCM) programs.

2.0 Administrative & Asset Details

Date: _____

Technician Name: _____

Machine ID / Asset Tag: _____

Chiller Model Number: _____

Hour Meter Reading (Hours): _____

Maintenance Interval (Daily / Weekly / Monthly): _____

3.0 Inspection / Parameter Checklist

- ☐ Pass ☐ Fail - Inspect condenser coils for debris, dirt, or blockage.
- ☐ Pass ☐ Fail - Check evaporator water flow rate and pressure drop.
- ☐ Pass ☐ Fail - Record compressor suction and discharge pressures.
- ☐ Pass ☐ Fail - Verify refrigerant sight glass for moisture or bubbles.
- ☐ Pass ☐ Fail - Inspect belts and pulleys for wear, tension, and alignment.
- ☐ Pass ☐ Fail - Check oil level and condition in compressor sight glass.
- ☐ Pass ☐ Fail - Record chilled water supply and return temperatures.
- ☐ Pass ☐ Fail - Inspect electrical connections for signs of overheating or corrosion.
- ☐ Pass ☐ Fail - Verify control panel alarms and setpoints are correct.
- ☐ Pass ☐ Fail - Check condenser fan operation and vibration levels.
- ☐ Pass ☐ Fail - Inspect water treatment system and chemical feed levels.
- ☐ Pass ☐ Fail - Record ambient temperature and humidity conditions.

4.0 Deficiencies & Work Order Generation

Issue Description: _____

Component Affected: _____

Severity (Critical / Major / Minor): _____

Parts Required: _____

Work Order Number: _____

5.0 Sign-off & Return to Operations

Maintenance Technician Signature: _____ Date: _____

Reliability Manager Review: _____ Date: _____

Operations Supervisor Acknowledgment: _____ Date: _____

Regulatory Disclaimer: This maintenance log is a generic template. The end-user assumes all liability for validating all inspection parameters, PM frequencies, and tolerances against specific OEM machinery manuals before active shop floor deployment.