



2021 HVAC electric tune-up checklist

This checklist is used to document the data required for your HVAC electric tune-up applications. Please complete this document and also include manufacturer's specification sheets or nameplate verification. Refer to, and complete, application page 8 for incentives and quantities. If more units of equipment are being tuned up than pages, please use additional copies of this document for further equipment.

HVAC electric tune-up checklist #1

Site name	Date of tune-up
Manufacturer	Type (ref. charge/DX coil/chiller)
Model number	Annual hours of operation
Serial number	Unit size (tons)
Company performing tune-up	Technician performing tune-up

HE-48 - Refrigerant charging correction on RTU AC

Unit must meet minimum efficiency per ASHRAE 90.1 2007, table 6.8.1a

Unit rated charge (psig)	Efficiency of unit (EER/SEER)	Unit existing charge (psig)	Charge unit adjusted to (psig +/- 20% of rated charge)
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HE-49 - DX condenser coil cleaning

Airflow readings before cleaning (CFM)

Average of all readings: _____

Airflow readings after cleaning (CFM)

Average of all readings: _____

HE-50 - Chiller tune-up (check one)

- Space cooling Process cooling

(check all that apply)

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Inspect and correct oil level and pressure at full load operation <input type="checkbox"/> Clean the air-cooled condenser coil <input type="checkbox"/> Check and adjust the system pressure <input type="checkbox"/> Inspect and/or replace filter <input type="checkbox"/> Inspect and/or replace belt <input type="checkbox"/> Check and repair the electrical contactors <input type="checkbox"/> Check refrigerant temperature and pressure <input type="checkbox"/> Validate high pressure controls <input type="checkbox"/> Clean water cooled chiller condenser tubes <input type="checkbox"/> Check and repair economizer operation <input type="checkbox"/> Validate suction temperature and pressure <input type="checkbox"/> Patch and wash coat as required <input type="checkbox"/> Check for proper venting | <ul style="list-style-type: none"> <input type="checkbox"/> Check and repair evaporator condition <input type="checkbox"/> Validate compressor amp draw <input type="checkbox"/> Validate supply motor amp draw <input type="checkbox"/> Validate condenser fan(s) amp draw <input type="checkbox"/> Check liquid line temperature <input type="checkbox"/> Check suction pressure and temp <input type="checkbox"/> Validate low-pressure controls <input type="checkbox"/> Validate crankcase heater operation <input type="checkbox"/> Clean water cooled chiller evaporator tubes (if performance warrants) <input type="checkbox"/> Validate sub-cooling and superheat <input type="checkbox"/> Inspect all refractory <input type="checkbox"/> Check safety controls <input type="checkbox"/> Lubricate all motors and check coupling alignment |
|---|--|

HVAC electric tune-up checklist #2

Site name	Date of tune-up
Manufacturer	Type (ref. charge/DX coil/chiller)
Model number	Annual hours of operation
Serial number	Unit size (tons)
Company performing tune-up	Technician performing tune-up

HE-48 - Refrigerant charging correction on RTU AC

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HE-49 - DX condenser coil cleaning

Airflow readings before cleaning (CFM)

Average of all readings: _____

Airflow readings after cleaning (CFM)

Average of all readings: _____

HE-50 - Chiller tune-up (check one)

- Space cooling Process cooling

(check all that apply)

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|--|--|

HVAC electric tune-up checklist #3

Site name	Date of tune-up
Manufacturer	Type (ref. charge/DX coil/chiller)
Model number	Annual hours of operation
Serial number	Unit size (tons)
Company performing tune-up	Technician performing tune-up

HE-48 - Refrigerant charging correction on RTU AC

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Airflow readings after cleaning (CFM)

Average of all readings: _____

HE-50 - Chiller tune-up (check one)

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(check all that apply)

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|---|--|

HVAC electric tune-up checklist #4

Site name	Date of tune-up
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Serial number	Unit size (tons)
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