

2.3 Mechanical Make-up Air System Visual Inspection Form

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Mechanical Make-up Air System Identification:			
Location:		Area Served:	
Associated mechanical room: clean Y N dry Y N stored chemicals/refuse Y N			
System Components (if component not present, not found or inaccessible please indicate)	Surface Dust/Debris Present?	WTC Dust Present?	Component ☐ not present ☐ not found ☐ inaccessible
Outside air intake: Location:			
Accessible for inspection? Y ____ N ____ (explain):			
louvers, grates and/or screens			
outside air duct			
outside air damper(s)			
Make-up air handling unit:			
outside air mixing chamber			
filter rack(s)			
filter media			
blower assembly incl. blower wheel, blower housing, air vanes, in-line noise attenuators			
blower housing acoustical lining			
pre-heat coils			
heating coils			
cooling coils			
re-heat coils			
condensate drain pan			
supply air plenum			
supply air plenum damper(s)			
vibration collars			
Make-up air distribution:			
Make-up air ducts Est.Total In ft _____ No. locations inspected _____			
Specify type (circle): <u>metal</u> <u>fibrous glass lined metal</u> <u>masonry</u> <u>fibrous glass board</u> <u>flex-duct</u> <u>wood</u>			
Accessible in-line fire dampers Est. total qty _____ No. locations inspected _____			
Accessible turning vanes Est. total qty _____ No. locations inspected _____			
In-line reheat/cooling coils Est. total qty _____ No. locations inspected _____			
Supply air diffusers Est. total qty _____ No. locations inspected _____			
Other (specify):			
Other Information:			
Filter loading (light, moderate, heavy): _____		Abraded/delaminated acoustical lining	
Filter bypass (describe)			

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