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# Bank Maintenance Energy Check List

Date \_\_\_\_\_ Bank Name \_\_\_\_\_

Technician \_\_\_\_\_

1. Temperature Controls			
1A. Are there programmable thermostats in the building? (If not, please go to 1.D)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
1B. Has the back-up battery been changed? (If not, please change and reprogram unit)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
1C. Are all thermostats set correctly?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
1D. Are there locking covers on the theromstats? Are the covers locked? (If not, please set units correctly and lock covers)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
1E. Are temperatures set to 70 Deg. Heat and 72 Deg. Cool? (If not, please reprogram units)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
1F. Is the thermostat fan switch set to "AUTO"?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
1G. Is the thermostat set to "Heat, Cool, or Off"?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

2. The Whole Building			
2A. Is the restroom hot water temperature correct (between 105 and 110 degrees)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2C. Is the building using the prescribed energy-efficient lighting program?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2D. Is there an electric hot water heater in the facility?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2E. Is water leaking at any of the sinks or in the bathrooms? Check for leaking toilets	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

3. Doors			
3A. Is the front and back door hardware loose?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3B. Is the weatherstripping and/or sweep worn or missing on any of the exit/entry doors?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3C. Is hardware or weatherstripping damaged on maintenance or overhead doors?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

4. HVAC Systems			
4A. Are the condenser coils more than 10% obstructed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4B. Is the outside air damper out of calibration or stuck in an open or closed position?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4C. Are the air filters noticeably dirty or missing?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4D. Are pulleys, belts, or motors damaged or squeaking?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Additional Comments/Observations			