



**Maricopa County Air Quality Department**  
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**CARBON ADSORPTION PREVENTATIVE MAINTENENCE CHECKLIST**

Business Name: \_\_\_\_\_

Equipment Identification: \_\_\_\_\_

O&M Plan Revision Date: \_\_\_\_\_

Date _____	Technician _____	
<b><u>Weekly Procedures</u></b>		
<b><u>Results</u></b>	<b><u>Action Taken</u></b>	
Inspect physical condition of solvent meters _____	_____	_____
Inspect/replace prefilter _____	_____	_____
<b><u>Monthly Procedures</u></b>		
<b><u>Results</u></b>	<b><u>Action Taken</u></b>	
Check for unobstructed airflow in ductwork _____	_____	_____
Check gaskets, dampers & seals for leaks _____	_____	_____
Check system for signs of corrosion _____	_____	_____
Check vent & drain lines for plugging _____	_____	_____
Check for leaks in air ducts, connections, fan & filter housings, & around dampers _____	_____	_____
<b><u>Semi-Annual Procedures</u></b>		
<b><u>Results</u></b>	<b><u>Action Taken</u></b>	
Check for unobstructed airflow in ductwork _____	_____	_____
Lubricate bearings, compressed air components & air cylinder shafts _____	_____	_____
Check system balance _____	_____	_____
Check condenser for solids buildup _____	_____	_____
Calibrate instrumentation _____	_____	_____
Inspect carbon bed depth _____	_____	_____
Sample carbon for adsorbability & retentivity _____	_____	_____
Sample wastewater discharge & recovered solvent _____	_____	_____
<b><u>COMMENTS:</u></b>		