

Post Cleaning Checklist-Print This Page

The following check-list is reprinted from "Should You Have the Air Ducts in Your Home Cleaned?", a guide published by the U.S. Environmental Protection Agency.

		Yes	No
General	Did the service provider obtain access to and clean the entire heating and cooling system, including duct work and all components (drain pans, humidifiers, coils, and fans)?	<input type="checkbox"/>	<input type="checkbox"/>
	Has the service provider adequately demonstrated that duct work and plenums are clean? (Plenum is a space in which supply or return air is mixed or moves; can be duct, joist space, attic and crawl spaces, or wall cavity.)	<input type="checkbox"/>	<input type="checkbox"/>
Heating	Is the heat exchanger surface visibly clean?	<input type="checkbox"/>	<input type="checkbox"/>
Cooling	Are both sides of the cooling coil visibly clean?	<input type="checkbox"/>	<input type="checkbox"/>
Components	If you point a flashlight into the cooling coil, does light shine through the other side? (It should if the coil is clean.)	<input type="checkbox"/>	<input type="checkbox"/>
	Are the coil fins straight and evenly spaced (as opposed to being bent over and smashed together)?	<input type="checkbox"/>	<input type="checkbox"/>
	Is the coil drain pan completely clean and draining properly?	<input type="checkbox"/>	<input type="checkbox"/>
Access Doors and Covers	Are newly installed access doors in sheet metal ducts attached with more than just duct tape (i.e., screws, rivets, mastic)?	<input type="checkbox"/>	<input type="checkbox"/>
	With the system running, is air leakage through access doors or covers very slight or non-existent?	<input type="checkbox"/>	<input type="checkbox"/>
Plenums	Is the return air plenum free of visible dust or debris?	<input type="checkbox"/>	<input type="checkbox"/>
	Do filters fit properly and are they the desired efficiency as recommended by HVAC system manufacturer?	<input type="checkbox"/>	<input type="checkbox"/>
	Is the supply air plenum (directly downstream of the air handling unit) free of moisture stains and contaminants?	<input type="checkbox"/>	<input type="checkbox"/>
Blower	Are the fan blades clean and free of oil and debris?	<input type="checkbox"/>	<input type="checkbox"/>
	Is the fan compartment free of visible dust or debris?	<input type="checkbox"/>	<input type="checkbox"/>

- Metal Ducts** Are interior ductwork surfaces free of visible debris? (Select several sites at random in both the return and supply sides of the system.)
- Fiberglass** Is the fiberglass material in good condition (i.e., free of tears and abrasions; well adhered to underlying materials)?
- Air Vents** Have all registers, grilles, and diffusers been firmly re-attached to the walls, floors, and/or ceilings?
- Are the registers, grilles, and diffusers visibly clean?
- System Operation** Does the system function properly after cleaning?