



Variable Refrigerant Flow (VRF) System Maintenance Checklist

12 planned preventive maintenance tasks · Free PDF from PM Assist

A practical starting point for planned preventive maintenance. Always refer to the manufacturer's O&M manual and site-specific requirements.

Visual Checks

- ☐ Inspect refrigerant pipework and joints for oil staining or damage
- ☐ Inspect branch controller (BC) boxes where accessible
- ☐ Check pipework insulation for damage, especially at penetrations

Functional Checks

- ☐ Check all indoor unit condensate drains and pumps
- ☐ Verify each indoor unit responds correctly to its zone controller
- ☐ Check outdoor unit compressor operation and inverter drive
- ☐ Review system error codes and fault history via the central controller
- ☐ Verify refrigerant charge is within manufacturer specification

Cleaning & Housekeeping

- ☐ Clean or replace all indoor unit filters across the system
- ☐ Clean outdoor unit condenser coils

Safety Checks

- ☐ Confirm system labelling includes refrigerant type, total charge, and circuit diagram

Record Keeping

- ☐ Record pressures, temperatures, error logs, and F-Gas compliance data

Maintenance Frequency

Monthly

- Clean indoor unit filters
- Check condensate drains

Quarterly

- Clean condenser coils
- Review fault history
- Check pipework insulation

Annually

- Full refrigerant system check by F-Gas engineer
- Compressor and inverter performance check
- Electrical inspection
- F-Gas leak check and documentation