HVAC BUSINESS RESOURCES

HVAC tool inventory checklist

01 / Hand tools, diagnostics and refrigeration

Assign tools to the work scope and technician role. Verify ratings, compatibility, condition and calibration requirements before use.

Technician / vehicle / inventory date / reviewer

Tool group	Owned / needed	ID / condition / due date
Drivers and nut drivers		
Wrenches and sockets		
Pliers and cutters		
Measuring and marking tools		
Sheet-metal hand tools		
Drill and bits		
Cutting and deburring tools		
Bag and storage		
Electrical meter / clamp meter		
Temperature / pressure instruments		
Airflow / combustion instruments		
Leak detector		
Recovery equipment / cylinder		
Vacuum pump / micron gauge		
Refrigerant gauges / hoses / scale		

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HVAC tool inventory checklist

02 / Installation, safety and replenishment

Tool group	Owned / needed	ID / condition / due date
Tubing / flaring / swaging tools		
Brazing equipment		
Duct fabrication tools		
Lifting / access equipment		
PPE for assigned hazards		
Lockout / test equipment		
Consumables / spare parts		

Inspection and calibration

Asset / check required	Due date / status	Assigned owner

Purchasing and replacement

Item / compatible specification	Supplier / quote	Budget / order date

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