


PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FILTER REPLACEMENT

SITE AND BLDG #: **Schenectady 060**
LOCATION/RM #: **site** WO# **15216**

MECHANIC SIGNATURE:  DATE: **12/6/2021**
12/20/2021
START TIME: **0900** FINISH TIME: **1400**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check, clean, and/or replace filters as required.			
2	Initial and Date Filter (if disposable)			
3	Initial and Date Yellow Maintenance Tag (if applicable)			
ASSET #	SIZE	QTY		NOTES/ ACTIONS
190917-402	14x20x2	1		
190917-403	14x20x2	1		
190917-404	18x24x2	1		
190917-405	18.5x25.5x2	1		
190917-406	20x30x2	1		
190917-407	18x24x2	1		
190917-408	14x20x2	1		
190917-409	14x20x2	1		
190917-410	16x20x2	1		
190917-411	16x20x2	1		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.
To be performed by: General Maintenance Technician
Additional Notes: