PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FILTER REPLACEMENT

SITE AND BLDG #: Rockville MD021

MECHANIC SIGNATURE:

DA

LOCATION/RM #: roof above drill hall

WO# 13210

START TIME: 2:35

FINISH T

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE YES	TASK COMPLETE NO	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROV
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
3y369	Record Size : cleanable filters	1	filters cleaned
	NOTE : Any AHU with outside air -Filter gets replaced Quarterly		