

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FILTER REPLACEMENT

3/2/23
3/8/23
3/9/23
3/15/23
3/16/23
1600

Schenectady 060

SITE AND BLDG #: _____

LOCATION/RM #: site WO# 

MECHANIC SIGNATURE: 

DATE: _____

START TIME: 0800 FINISH TIME: _____

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
190917-389	18x24x2	1		
190917-390	18x24x2	1		
190917-391	18x24x2	1		
190917-392	18.5x25.5x2	1		
190917-393	18x24x2	1		
190917-394	18x24x2	1		
190917-395	18x24x2	1		
190917-396	18x24x2	1		
190917-397	14x20x2	1		
190917-398	18x24x2	1		
190917-399	18x24x2	1		
190917-400	18x24x2	1		
190917-401	18x24x2	1		
190917-402	14x20x2	1		
190917-403	14x20x2	1		
190917-404	18x24x2	1		
190917-405	18.5x25.5x2	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: