

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

FILTER REPLACEMENT

SITE AND BLDG #: Schenectady 060

LOCATION/RM #: site **WO#**

MECHANIC SIGNATURE:  **DATE:** 3/7/2022 - 3/10/2022

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		
190917-412	18x24x2	1		
190917-378	20x30x2	1		
10505	14x20x2	2		
10507	18.5x25.5x2	1		
190917-371	20x20x2	2		
190917-371	16x20x2	2		

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: