

September checklist 2021

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST FILTER REPLACEMENT

SITE AND BLDG #: **ny024-356** **14602**
roof top mech room
 LOCATION/RM #: **WO# 14603**
14604

MECHANIC SIGNATURE: **Ramon V** DATE: **9-7-2021**

START TIME: FINISH TIME:

CHECK POINT	CHECKPOINT DESCRIPTION		TASK COMPLETE		NOTES/ ACTIONS <small>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</small>
			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
9703	pre filter	16x20x2	replace		
	final filter	20x25x4	replace		
9704		16x20x2	replace		
		16x25x2	replace		
9705		20x20x2	replace		

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: