

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

FILTER REPLACEMENT

SITE AND BLDG #: WV005MECHANIC
SIGNATURE: DATE: 21-MAY-2025LOCATION/RM #: WO# 18557START TIME: 9AMFINISH TIME: 10AM

| 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 |
| | Record Size : | | | |
| 9093 | 20x25x2 | X6 | | |
| 9100 | | N/A | | Cleaned |



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:

All filters have been changed and cleaned
-AS