

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST FILTER REPLACEMENT

SITE AND BLDG #: VA050-01

LOCATION/RM #: _____

WO# 9656

MECHANIC

SIGNATURE: *Peter Lee*

DATE: 9/12/19

START TIME: 10:30

FINISH TIME: 11:30

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE EXPLANATION)
		YES	NO	
1	Check, clean, and/or replace filters as required.	<i>8</i>		
2	Initial and Date Filter (if disposable)	<i>8</i>		
3	Initial and Date Yellow Maintenance Tag (if applicable)	<i>8</i>		
ASSET #	SIZE	QTY		NOTES/ ACTIONS
2344	<i>20x25x2 16x25x2</i>	<i>8 / 4</i>		
2345	<i>20x25x2</i>			

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: