

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

Filter Replacement

SITE AND BLDG: VA006-01

MECHANIC
SIGNATURE: *Ther*

DATE: 5/1/19

LOCATION/RM #:

START TIME: 9AM

FINISH TIME: 12PM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA006-01	8525	2238		TRANE			J-1502000-04 1-pc Air Handler, with Chilled Water 1/4hp Quarterly Filter PM	MECH room
VA006-01	8525	2239		American Standard			J-1502000-04 1-pc Air Handler, with Chilled Water Quarterly Filter PM	64m
VA006-01	8556	2238					J-1502000-04 1-pc Air Handler, with Chilled Water 1/4hp Quarterly Filter PM	
VA006-01	8556	2239					J-1502000-04 1-pc Air Handler, with Chilled Water Quarterly Filter PM	

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 both internal and external filters as necessary.			
2	Label and Date Filter			
3	Did all High Asset Filters get Changed			
Qty	Size			NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
4	16 x 20 x 2			
2	20 x 25 x 2			
1	20 x 20 x 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: GMW **Additional Notes:**

flushed both drains on trane unit



There is no
pipe tee to flush
drain on American
standard AHU

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