

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

Filter Replacement

SITE AND BLDG: VA048-01

MECHANIC
SIGNATURE: *TW L*

DATE: *5/9/19*

LOCATION/RM #: *DRILL HALL*

START TIME: *10AM*

FINISH TIME: *11AM*

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA048-01	8558	2284	FQ-2284				J-1502000-04 1-pc AC Unit, Wall Unit Quarterly Filter PM	
VA048-01	8558	2285	FQ-2284				J-1502000-04 1-pc Air Handler Quarterly Filter PM	
VA048-01	8558	2286	FQ-2284				J-1502000-04 1-pc Air Handler Quarterly Filter PM	
VA048-01	8558	2287	FQ-2284				J-1502000-04 1-pc Air Handler, Inoperable Quarterly Filter PM	
VA048-01	8558	2288	FQ-2284				J-1502000-04 1-pc Air Handler, Inoperable 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)

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:**