

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

Filter Replacement

SITE AND BLDG: VA051-01

MECHANIC
SIGNATURE: *Andy B*

DATE: 5-9-19

LOCATION/RM #:

START TIME: 10:15 AM

FINISH TIME: 12PM

| Site Location | WO # | Asset # | PM # | Manufacturer | Model Number | Serial # | Asset Description | Asset Location |
|---------------|------|---------|------|--------------|-----------------|----------|---|----------------|
| VA051-01 | 8475 | 3015 | | Dakin | BYFQ60 B8WJU | 2117284 | J-1502000-04 1-pc Ac Unit, Hallway Quarterly Filter PM | Hallway |
| VA051-01 | 8475 | 3016 | | Dakin | FXMQ24PVJU | E003661 | J-1502000-04 1-pc AC Unit, Heat Pump, Fan CoilUnit cap 479 PSIG Quarterly Filter PM | |
| VA051-01 | 8475 | 3017 | | Dakin | FXMQ24PVJU | E003649 | J-1502000-04 1-pc AC Unit, HeatPump, Fan Coil Unit cap 478 PSIG Quarterly Filter PM | |
| VA051-01 | 8475 | 3161 | | // | | | J-1502000-04 1-pc Air Handler, With Chilled Water Quarterly Filter PM | |
| VA051-01 | 8475 | 3185 | | // | REMQ96PBTJ | A000543 | J-1502000-04 1-pc Air Unit, Outdoor Quarterly Filter PM | |
| VA051-01 | 8475 | 3186 | | // | REMQ120PBTJ | A000958 | J-1502000-04 1-pc Air Unit, Outdoor Quarterly Filter PM | |
| VA051-01 | 8475 | 3187 | | // | REMQ120PBTJ | A000953 | J-1502000-04 1-pc Air Unit, Outdoor Quarterly Filter PM | |
| VA051-01 | 8475 | 3188 | | // | REMQ96PBTJ | A000504 | J-1502000-04 1-pc Air Unit, Outdoor Quarterly Filter PM | |
| VA051-01 | 8475 | 3189 | | // | REMQ96PBTJ | A000538 | J-1502000-04 1-pc Air Unit, Outdoor Quarterly Filter PM | |
| VA051-01 | 8475 | 3190 | | // | REMQ96PBTJ | A000484 | J-1502000-04 1-pc Air Unit, Outdoor Quarterly Filter PM | |

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|----------|------|------|---------------|-------------|---------|---|--|
| VA051-01 | 8475 | 3191 | <i>Daikin</i> | REMQ120PBTJ | A000954 | J-1502000-04 1-pc Air Unit, Outdoor Quarterly Filter PM | |
| VA051-01 | 8475 | 3192 | <i>Daikin</i> | REMQ120PBTJ | A000888 | J-1502000-04 1-pc Air Unit, Outdoor 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. | <input checked="" type="checkbox"/> | | |
| 2 | Label and Date Filter | <input checked="" type="checkbox"/> | | |
| 3 | Did all High Asset Filters get Changed | <input checked="" type="checkbox"/> | | |
| Qty | Size | | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
| <i>30</i> | <i>20x 20x 1</i> | <input checked="" type="checkbox"/> | | |
| | | | | |
| | | | | |
| | | | | |

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:**

