

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

## Filter Replacement

SITE AND BLDG #: WV002-01

MECHANIC  
SIGNATURE: *Andy Bird*

DATE: 3-12-19

LOCATION/RM #:

START TIME: 7:30AM

FINISH TIME: 4PM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV002-01	7898	4653		Amana	PTC123 35JR	9407 225579	J-1502000-09 1-pc Packaged Terminal AC   Filter DecMarJunSep	Rm 155
WV002-01	7898	4688		ZHUHAI	N/A	39176P 05053	J-1502000-09 5-pc Packaged Terminal AC   Filter DecMarJunSep	Through Line
WV002-02	7873	4633		AMANA	N/A	170628 6013	J-1502000-09 1-pc Packaged Terminal AC   Filter DecMarJunSep	Rm 100

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)
7		✓		Washed and replaced filters.

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:



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Asset # 4653 - Out of Service -  
CM Needed