

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### Filter Replacement

SITE AND BLDG: WV002-01

MECHANIC  
SIGNATURE

*Andy Bird*

DATE: 5-14-19

LOCATION/RM #:

START TIME: 10:15

FINISH TIME:

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV002-01	8497	3066	FQ-3066	York	CS74SHFC12x9	CECM-001B04	J-1502000-04 1-pc Air Handler   Quarterly Filter PM	Mech RM
WV002-01	8484	3041	FQ-3041	York	11	CECM-001B05	J-1502000-04 1-pc Air Handler   Quarterly Filter PM	
WV002-02	8484	3042	FQ-3041				J-1502000-04 1-pc Air Handler   Quarterly Filter PM	OMS

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	✓		Filter installed 4-29-19
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:

