

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **FILTER REPLACEMENT**

SITE AND BLDG #: WV006-01

MECHANIC SIGNATURE: *Andy Hird* **DATE:** 8-19-19

LOCATION/RM #: **WO# 10175**

START TIME: 8:45 AM **FINISH TIME:** 11 AM

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 filters as required.	✓		
2	Initial and Date Filter (if disposable)	✓		
3	Initial and Date Yellow Maintenance Tag (if applicable)	✓		
ASSET #	SIZE	QTY		NOTES/ ACTIONS
3002	17 1/2 x 17 1/2	6		Media Filters
3003	17 1/2 x 17 1/2	6		Media Filters
3004	washable			
3005	washable			
3202	16 x 25 + 2			
3203	25 + 25 + 2 - 1 / 20 x 25 + 2 - 1 / 20 + 20 + 2 - 1 / 30 + 20 + 2 - 1	4		
3204	"	"		"

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: General Maintenance Technician

Additional Notes:



New Unit
 Rooftop -
 Weight room -
 Changed (4)
 16 x 25 x 2

