

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

Filter Replacement

SITE AND BLDG: WV006-02

MECHANIC  
SIGNATURE: *Andy Bland*

DATE: 5-16-19

LOCATION/RM #:

START TIME: 7AM

FINISH TIME:

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV006-02	8530	3200	FQ-3200	WV006-02	RGB250-EBEA66 Reznor 8-5-MV	KIN0084	Up Air Unit, Outdoor, Heating & Cooling, Gas Fired   Quarterly Filter PM	Roof
WV006-02	8530	3201	FQ-3200	WV006-02	RRKA- Reznor 8030JK08E	N/A	Up Air Unit, Outdoor, Heating & Cooling, Gas Fired   Quarterly Filter PM	Roof
WV006-02	8530	3373	FQ-3200	WV006-02	RGB250-EBEA66 Reznor 8-5-MV	KIN0084	Up Air Unit, Heating Only, Gas Fired MU-3   Quarterly Filter PM	Roof
WV006-02	8530	4689	FQ-3200	WV006-02	Did not locate		Up Air Unit, Gas Fired MUA-3   Quarterly Filter PM	
WV006-02	8530	4690	FQ-3200	WV006-02	Did not locate		Up Air Unit, Gas Fired MUA-4   Quarterly Filter PM	

- Only 2 gas fired MUA units on AMSA  
Roof

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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)
1	24x24x1	✓		
2	20x20x2	✓		
2	25x25x2	✓		
4	20 x 25 x 2	✓		

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:**

