PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FILTER REPLACEMENT

SITE AND BLDG #: WV006-02

LOCATION/RM #:

WO# 10233

MECHANIC SIGNATURE: _(signature)_ **DATE:** 8-19-19

START TIME: 2PM **FINISH TIME:** 3PM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS
	TO BE PERFORMED AT EACH INSPECTION SERVICE	YES	NO	(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
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
3200	24 x 24 x 1		
3201	Washable	1	
3373	Washable	1	
4689	25x2x2-1/ 20x25x2-2/ 20x20x2-2		
4690	25x25x2-1/ 20x25x2-1/ 20x20x2-2		

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: General Maintenance Technician

Additional Notes: