

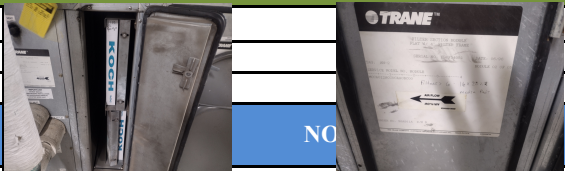

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST FILTER REPLACEMENT

**SITE AND BLDG #:** WV010-01

**MECHANIC SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**LOCATION/RM #:** WO# 14801

**START TIME:** \_\_\_\_\_ **FINISH TIME:** \_\_\_\_\_

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
		YES	NO		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>					
1	Check, clean, and/or replace filters as required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
2	Initial and Date Filter (if disposable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
3	Initial and Date Yellow Maintenance Tag (if applicable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<b>ASSET #</b>	<b>SIZE</b>	<b>QTY</b>			
	Record Size :				
8049	16x20x2	6			
	<b>NOTE : Any AHU with outside air -Filter gets replaced Quarterly</b>				
	<b>All other filters get replaced annually But inspected Quarterly</b>				

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:**