

REVIEWED

By Mike Merchan at 8:15 am, Mar 06, 2019

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

Filter Replacement

SITE AND BLDG #: WV014-01

MECHANIC

SIGNATURE:

D. L. Davis

DATE: 5 March 2019

LOCATION/RM #: Room 21

START TIME: 9:00

FINISH TIME: 10:00

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV014-01	8006	5243		Comfort Star	CPG 024 CD	3279 G K1 81070120	J-1502000-15 2-pc Mini Split Filter DecMarJunSep	Room 21

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)	

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:

This is a brand new Mini Split with a heat pump.

