

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

## Filter Replacement

SITE AND BLDG #: WV022-01

LOCATION/RM #: 101 / 102 / 109 / Armory

MECHANIC  
SIGNATURE: *Patrick Davis*

DATE: 11 March 2019

START TIME: 10:00

FINISH TIME: 12:00

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV022-01	7928	4687		Amana	PTC15353 JR	9502235278	J-1502000-09 4-pc Packaged Terminal AC   Filter DecMarJunSep	101
WV022-02	7874	4634		Amana	PTC15335 JR	9502235274	J-1502000-09 1-pc Packaged Terminal AC   Filter DecMarJunSep	motor pool

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:**

\* PTAC in Room 101 Needs repaired Page 1 of 1 Corrective Measure Needed



\* Unit in Motor Pool Out of Service .  
Leaking , Corrective Measure Needed .

