

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
Filter Replacement

SITE AND BLDG: WV024-02

MECHANIC

SIGNATURE:

Andy Bud

DATE:

6-7-19

LOCATION/RM #:




START TIME:

8:30 AM

FINISH TIME:

9:15 AM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV024-02	8504	3095	FQ-3095	<i>Trane</i>	<i>AA10PA</i>	<i>AA6K44611</i>	J-1502000-04 1-pc Air Handler AHU Quarterly Filter PM	<i>Bay 1</i>
WV024-02	8504	3096	FQ-3095	<i>Trane</i>			J-1502000-04 1-pc Air Handler AHU Quarterly Filter PM	<i>Bay 2</i>

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:**

*No filter found to be in unit or
 Needed.*

