

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

Filter Replacement

SITE AND BLDG #: WV029-01

LOCATION/RM #: 217 / 201 / 219 / Motor Pool

MECHANIC
SIGNATURE: *Patricia Davis*

DATE: 12 March 2019

START TIME: 9:00

FINISH TIME: 11:30

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV029-01	7880	4640		Trane	PTHF150144A	N/A	J-1502000-09 1-pc Packaged Terminal AC Filter DecMarJunSep	217
WV029-01	7880	4652		Trane	N/A	N/A	J-1502000-09 1-pc Packaged Terminal AC Filter DecMarJunSep	201
WV029-01	7880	5096		Friedrich	N/A	N/A	J-1502000-15 1-pc Mini Split Filter DecMarJunSep	219
WV029-02	7917	4679		LG	N/A	N/A	J-1502000-09 2-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:**

