







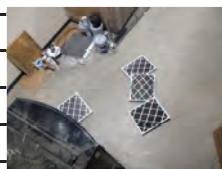

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

**SITE AND BLDG #:** WV029-01

MECHANIC RB Banker DATE: May 14, 2024

LOCATION/RM #: WO# 15549

START TIME: FINISH TIME:

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 filters as required.	●				
2	Initial and Date Filter (if disposable)	●				
3	Initial and Date Yellow Maintenance Tag (if applicable)	●				
ASSET #	SIZE	QTY				
	Record Size :					
						
3051	16x20x2		10			
3052	16x25x2		4			
	20x24x2		4			
						
	NOTE : Any AHU with outside air -Filter gets replaced Quarterly					
	All other filters get replaced annually But inspected Quarterly					

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:**