

REVIEWED
By Mike Merchan at 8:35 am, Apr 03, 2019

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

Filter Replacement

MECHANIC SIGNATURE: Geo E Ly- DATE: 19 MAR 19

START TIME: 10:00A FINISH TIME: 3:00P

SITE AND BLDG #: WV046-01

LOCATION/RM #: DRILL HALL AHU-3

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV046-01	7888	4646					J-1502000-09 1-pc Packaged Terminal AC Filter DecMarJunSep	DRILL HALL
WV046-01	7888	4716					J-1502000-10 2-pc Rooftop Package Unit Filter DecMarJunSep	BRICK ROOF
WV046-01	7888	5094					J-1502000-15 1-pc Mini Split Filter DecMarJunSep	
WV046-02	7945	4717					J-1502000-10 3-pc Rooftop Package Unit Filter DecMarJunSep	ROOF

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.	✓		CHANGED FILTERS, CLEANED HW COILS
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)
	6-20x25x2 PLEATED			
	6-16x25x2 PLEATED			

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:

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