CMI Management Inc.

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FILTER REPLACEMENT

SITE AND BLDG #: NY024-356

MECHANIC SIGNATURE: [illegible] DATE: 12/3/15

LOCATION/RM #: Mech Room WO# 6170

START TIME: FINISH TIME:

		YES	NO	
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		
9702	FILTER - 16X20X2	8		REPLACE
	16X25X2	4		REPLACE
	FINAL FILTER 20X20X4	4		REPLACE
	BELT - B46	1		CLEAN AIR HANDLER UNIT
				VACCUM COIL
				LUBRICATE MOTOR &
				BEARINGS.

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: