

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FILTER REPLACEMENT

SITE AND BLDG #: NY060 - 01 **Main Building**

MECHANIC
SIGNATURE: *Christopher N Pothier* **DATE:** 12 - 30 - 19

LOCATION/RM #: Multiple **WO#** 6100

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.	X		
2	Initial and Date Filter (if disposable)	X		
3	Initial and Date Yellow Maintenance Tag (if applicable)	X		
ASSET #	SIZE	QTY		NOTES/ ACTIONS
190917-346	20 x 20 x 2	6		Replaced
190917-353	9 x 42 x 1	1		Cleaned
190917-354	9 x 42 x 1	1		Cleaned
190917-355	9 x 42 x 1	1		Cleaned
190917-371	16 x 20 x 2 / 20 x 20 x 2	4 / 2		Replaced (This unit is listed twice, also asset# 10505)
190917-378	18.5 x 25 x 2	1		Replaced
190917-379	20 x 30 x 2	1		Replaced
190917-380	20 x 30 x 2	1		Replaced
190917-381	18.5 x 25 x 2	1		Replaced
190917-382	18.5 x 25 x 2	1		Replaced
190917-383	18 x 24 x 2	1		Replaced
190917-384	18 x 24 x 2	1		Replaced
190917-385	20 x 30 x 2	1		Replaced
190917-386	18.5 x 25 x 2	1		Replaced
190917-387	18.5 x 25 x 2	1		Replaced
190917-388	18 x 24 x 2	1		Replaced
190917-389	18 x 24 x 2	1		Replaced

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: