

## **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**

### **FILTER REPLACEMENT**

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

**MECHANIC**  
**SIGNATURE:** *Christopher N Pothier* **DATE:** 2 - 20 - 20

LOCATION/RM #: Multiple    WO#    6929

**START TIME:** \_\_\_\_\_ **FINISH TIME:** \_\_\_\_\_

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:** The VAV units and the heat pump units are the same unit, they are double listed. The filters were changed in December and are scheduled to be changed in March. All filters were checked and they are all clean.