

# March checklist 2022

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST FILTER REPLACEMENT




SITE AND BLDG #: **ny024** **16365**  
**16546**  
 LOCATION/RM #: **314** WO# **16368**  
**16549**

MECHANIC **Ramon V**  
 SIGNATURE:

DATE: **3-2-2022**

START TIME:

FINISH TIME:

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS <small>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</small>
		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		NOTES/ ACTIONS
9606	20x20x2	4		replace
9606				
9609	16x25x2	2		replace
9609				

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:**