

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FILTER REPLACEMENT

SITE AND BLDG #: ny024 bldg 208
LOCATION/RM #: 9968-9969-
roof mech room **WO#** 10172-10173

MECHANIC SIGNATURE: Ramon V
DATE: 9-10-2020
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 |
| | | | | |
| | | | | |
| 9619 | 16x25x2 | 2 | | replace |
| | | | | |
| | | | | |
| | | | | |
| 9620 | 20x25x2 | 4 | | replace |
| | | | | |
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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: