

## Maintenance Task

**PM No.**    **Title**  
**F35**      **FILTER BANK, CHEM-BIO**

**Frequency**  
**QUARTERLY**  
**SEMIANNUAL**  
**ANNUAL**  
**EVERY TWO YEARS**

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### MAINTENANCE TASK DESCRIPTION:

1. Clean and inspect the filter housing. (Quarterly).
2. Evaluate pre-filter condition. (Quarterly)
4. Clean and service unit. (Annual)
3. Ship test cannister for evaluation. (2 Years).

NOTE: This PM does not include replacement of carbon or HEPA filters. This work should be accomplished by a separate work order.

### SPECIAL INSTRUCTIONS:

1. Replace filter when filter is evidently dirty or replacement is indicated by differential pressure. The filter will most commonly be replaced every quarter.
2. De-energize, tag, and lock out fan motor circuit before attempting to replace filter.
3. Schedule outage with operating personnel.
4. Follow site safety procedures and your supervisor's instructions.
5. Record and report to your supervisor any equipment damage or deficiencies found while performing this maintenance task.
6. Record all test results in the component maintenance log.
7. Obtain and review manufacturer's operation and maintenance instructions.
8. All tests shall conform to the manufacturer's test procedures and standard values.

### PROCEDURES: (QUARTERLY)

1. Verify filter gauge and/or switch functions properly.
2. If required, change pre-filters.
3. Remove old filters.
4. Vacuum filter section of unit.
5. Inspect frame, clamp, etc.
6. Install new filters. Make sure direction of airflow corresponds to the airflow shown on the filter, and filters are properly sized to cover the opening.
7. Remove tags, and restore to service.
8. Clean up work area and remove trash.

### TOOLS, MATERIALS, AND EQUIPMENT: (QUARTERLY)

1. Mechanic's tool set.
2. Filter replacement.
3. Vacuum and cleaning materials.

### PROCEDURES: (SEMI ANNUAL)

1. Inspect air hoods and air louvers for damage and debris.
2. Inspect bird screens for damage and debris. Remove birds.

### TOOLS, MATERIALS, AND EQUIPMENT: (SEMI ANNUAL)

1. Mechanic's tool set.
2. Filter replacement.
3. Vacuum and cleaning materials.

### PROCEDURES: (ANNUAL)

1. Clean exterior of unit.
2. Inspect doors, handles, latches and hinges for proper operation.
3. Inspect door gaskets for damage and proper seal.
4. Inspect panels for damage.

## Maintenance Task

TOOLS, MATERIALS, AND EQUIPMENT: (ANNUAL)

1. Mechanic's tool set.
2. Filter replacement.
3. Vacuum and cleaning materials.

PROCEDURES: (2 YEARS)

1. Open Carbon Filter section and remove test cannister.
2. Install plug in the hole where the test cannister was removed. (Note: Plugs are stored in the filter housing.)
3. Package the test cannister according to instructions and ship for evaluation.

TOOLS, MATERIALS, AND EQUIPMENT: (ANNUAL)

1. Mechanic's tool set.
2. Test cannister shipping materials
3. Test plugs.