Preventive Maintenance Plan for Hotel Room Service

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Tank Process	Frequency	Description Of Maintenance Task			Estimate Time (Minutes):-	
		Saturdard	Responsible	Tool/Material	Note Condition/Corrective Action	
Check air conditioner	Weekly	Optimum	Technicians	Air vacuum pump kit	Measure pressure using HVAC kit (1 hrs)	Complete ?
Check flush water lines	Dafy	Optimum	Jantor	Na	Measure pressure using HVAC kit (1 hrs)	Complete ?
Check switches	Daily	Ensure proper working	Janitor	Tester	Switch replacement (20 mins)	Complete ?
Replace dialling instructions	Weekly	Ensure updated instructions	Waiters	Note stickers	Add texthere (xx)	Complete ?
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Hotel Preventive Maintenance Program

Michael Seilmaier

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