

[organization name]

## Appendix 2 – Plan for Preventive Maintenance of Equipment

Equipment ID/Name	Type of Maintenance	Maintenance Plan														
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
		*														

**Commented [134851]:** If organization uses electronic databases, then this Appendix is not needed, and data listed here can be stored in database.

**Commented [134852]:** Write in appropriate

Legend:

Write in appropriate box "P" for planned maintenance and "R" for required maintenance.

[job title]

[name]

\_\_\_\_\_  
[signature]