

MONTHS	JAN				FEB				MAR				APR				MAY				JUN				JUL				AUG				SEP				OCT				NOV				DEC							
WEEKS	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4				
FIRE ALARM TESTING		■				■				■				■				■				■				■				■				■				■				■				■				■		
GENERATOR TESTING			■				■				■				■				■				■				■				■				■				■				■				■					
DUCTING SERVICING			■				■				■				■				■				■				■				■				■				■				■				■					
VRV/VRF SERVICING			■				■				■				■				■				■				■				■				■				■				■				■					
SPLIT AC SERVICING	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■				
LIFT SERVICING							■												■																																	

### Building Services - Cyclic/Planned/Preventative Maintenance Services 2020

	Service Level Expectations	Minimum Service Levels	Responsible				
Air Condition Servicing - General	Monthly Service & Annual Audit	Monthly	E & I Service Technician/SLA Contractors				
Fire Detection & Fire Fighting Equipment (General)	Monthly Service & Annual Audit	Monthly	E & I Service Technician/SLA Contractors				
Lift Services	Monthly Service & Annual Audit	Monthly	E & I Service Technician/SLA Contractors				
Generators	Monthly Service & Annual Audit	Monthly	E & I Service Technician/SLA Contractors				