


**UNIVERSITY OF TOLEDO  
FACILITIES AND CONSTRUCTION**

<b>Section:</b>	<b>Central Control</b>	<b>Procedure Number:</b>	<b>CC-01</b>
<b>Subject:</b>	<b>Centralized Building Automation System-Maintenance Program</b>	<b>Effective Date:</b>	<b>January 1980</b>
		<b>Revised Date:</b>	<b>October 2016</b>
<b>Facilities Officer:</b>		<b>Reviewed Date:</b>	<b>December 2019</b>

**Standard Operating Procedure**

A thorough continuous preventive maintenance program will be implemented on all designated automation equipment to include HVAC, fire, security and pneumatic controls and alarms points in all buildings.

**Purpose**

To ensure the proper operational status of all control systems associated with the building automation system.

**Procedure**

Preventive maintenance will be performed by the Electrical Maintenance Technicians and the Central Control Operators.