

Facility Asset Maintenance Plan Template

1. Facility Information

Facility Name	
Location/Address	
Contact Person	
Date Prepared	
Reviewed By	

2. Objectives & Scope

3. Asset Register

Asset Name	Type	Location	Asset ID	Manufacturer	Purchase Date	Condition

4. Maintenance Activities & Schedule

Asset	Maintenance Activity	Frequency	Responsible	Comments

5. Preventive Maintenance Checklist

Asset	Checklist Item	Status	Notes

6. Maintenance Records

Date	Asset	Activity	Performed By	Remarks

7. Review & Improvement Notes

