

### **C.2.3.1 (Procedure) Preventive Maintenance**

Responsible Department: Vice Chancellor for Finance and Administration

Based on Board Policy: [C.2.3](#) - Facilities and Grounds Management

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#### **Preventive Maintenance Program**

In order to ensure a continuous high level of care that protects taxpayer investments in facilities and installed equipment, College District administration shall prepare, budget, and execute an annual preventive maintenance program.

#### **Definition**

Preventive maintenance is the recurrent, day-to-day, periodic, or scheduled work required to preserve the physical integrity or usefulness of a real property facility. It includes work required to maintain, repair, restore, replace-in-kind or alter facilities or components thereof which have deteriorated or require upgrading or modernization, to a condition that the facility or component may be used effectively for its designated or intended purpose.

*Legal Reference - TACC Policy Reference Manual*

CH(LEGAL) - Site Management

CHB(LEGAL) - Site Management: Maintenance