Commonwealth of Massachusetts DEPARTMENT OF EDUCATION

School Building Assistance

Preventive Maintenance Plan

Chapter 70B requires the Board of Education to determine that any "reconstruction, renovation or improvement has not been necessitated, in whole or in part by the failure" of a school district to make "adequate and prudent provisions for the care and maintenance" of their schoolhouses. Each applicant for a School Building Assistance

| grant must submit a preventive maintenance plan for the proposed project as well as the entire school system. The maintenance plan must be responsive to the following: | |
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| 1) | Description of the regular routine maintenance schedule implemented to insure the maximum life of each building system, surface and major equipment. |
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| 2) | Description of the administration of the plan. |
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| 3) | Description of the system of checks and reporting. |
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| 4) | Description of the maintenance records and record keeping system. |
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| If you | have a preventive maintenance plan manual, you may submit that to the Department with this form as a cover |

sheet, so long as your plan responds to the items listed above. If you use this form, attach additional pages as needed.