

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **SUMP PUMP**

SITE AND BLDG #: Albany 001

**MECHANIC
SIGNATURE:** 

DATE: 6/24/2022

LOCATION/RM #: boiler room
WO# 
ASSET # 

START TIME: 1000
FINISH TIME: 1030

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|--|--|---------------|----|---|
| | | YES | NO | |
| SPECIAL INSTRUCTIONS | | | | |
| 1 | In addition to the procedure(s) outlined in this standard, the equipment manufacturer’s recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to. | ✓ | | |
| 2 | Schedule outage with operating personnel. | ✓ | | |
| 3 | Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. | ✓ | | |
| 4 | If the material removed from the pump is hazardous, contact the Regional S&EM office for disposal instructions. | ✓ | | |
| 5 | If strainer cleaning requires removal of pump unit which should be considered a repair and not general maintenance. | ✓ | | |
| 6 | Excessive sediment and debris, not removed by flushing the pit should be handled on a project basis, and not considered under this standard. | ✓ | | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Remove cover plates and flush pit. | ✓ | | |
| 2 | Inspect check valve. | ✓ | | |
| 3 | Inspect interior of pit for cracks. | ✓ | | |
| 4 | Inspect cover plate gaskets and replace if necessary. | ✓ | | |
| 5 | Insuure the unit is operating properly, report any deficiencies | ✓ | | |
| 6 | Clean up work area and remove all debris. | ✓ | | |

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes: