

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** **WATER SOFTENER**

**SITE AND BLDG #:** **Saugerties 128**

**MECHANIC SIGNATURE:** 

**DATE:** **9/16/2022**

**LOCATION/RM #:** **mechanical room**

**WO#**

**ASSET #**

**START TIME:** **0930**

**FINISH TIME:** **1000**

| CHECK POINT                                | CHECKPOINT DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                 | TASK COMPLETE |    | NOTES/ ACTIONS<br>(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.                                                                                                                                                                                                                                                                          | ✓             |    |                                                                         |
| 2                                          | Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.                                                                                                                                                                                                                                                                                            | ✓             |    |                                                                         |
| TO BE PERFORMED AT EACH INSPECTION SERVICE |                                                                                                                                                                                                                                                                                                                                                                                                                                                        |               |    |                                                                         |
| 1                                          | Drain the tank.<br>a. Examine the exterior of the tank including fittings, gauges, manholes, and handholes for signs of leaks or corrosion.<br>b. Inspect structural supports and insulation or coverings for defects or deterioration.<br>c. Open the tank and remove rust or chemical deposits from interior tank surfaces.<br>d. Remove and clean all spray nozzles.<br>e. Inspect the interior of the tank for pitting, cracks, and other defects. | ✓             |    |                                                                         |
| 2                                          | <b>Lime Water Softener</b><br>f. Dismantle vacuum breakers. Inspect stem, valve seat and spring. Repair as required.<br>g. Inspect, clean, and flush the nozzle ring.<br>h. Remove vent condenser heads and clean the tubes.<br>i. Inspect and clean the sight glass, level indicators, and level controllers.                                                                                                                                         | ✓             |    |                                                                         |
| 3                                          | <b>Zeolite Water Softener</b><br>j. Check the filter bed for proper level                                                                                                                                                                                                                                                                                                                                                                              | ✓             |    |                                                                         |
| 4                                          | <b>Anthracite Water Softener.</b><br>k. Check the filter bed for proper level                                                                                                                                                                                                                                                                                                                                                                          | ✓             |    |                                                                         |

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 description of the deficiency.

To be performed by: General Maintenance Worker

**Additional Notes:**