

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**CIRCULATING AND BOOSTER PUMPS**

**SITE AND BLDG #:** Upper Mackboro M206 **LOCATION/RM #:** Mechanical Room **WO#** 10315 **ASSET #** 5000 **Notes**

MECHANIC  
SIGNATURE: fastman

DATE: 9/6/19

START TIME: 11:10

FINISH TIME: 12:05

Task	Completed	Notes
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.	<input checked="" type="checkbox"/>	
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.	<input checked="" type="checkbox"/>	
3 It is generally not a good idea to tamper with pumps using mechanical seals if they are otherwise performing properly. Since mechanical seals can cost as much as the pump, it is usually not cost effective to risk damaging the seal by performing an annual internal inspection of the pump.	<input checked="" type="checkbox"/>	
1 Lubricate pump and motor bearings as per manufacturer's specifications. Bearings require lubrication atleast annually.	<input checked="" type="checkbox"/>	<u>None</u>
2 Inspect couplings and check for any pump seal leaks.	<input checked="" type="checkbox"/>	<u>None</u>
3 Check motor mounts and vibration pads	<input checked="" type="checkbox"/>	<u>None/No leaks visible</u>
4 Tighten all pump flanges.	<input checked="" type="checkbox"/>	<u>None/All good</u>
5 Visually check pump alignment and coupling	<input checked="" type="checkbox"/>	<u>Good</u>
6 Inspect electrical connections	<input checked="" type="checkbox"/>	<u>all good</u>

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:**

**Asset #'s 1643, 1644, 1645, 1646** Building is vacated. All pumps in shut down mode. No leaks visible

1647  
1648  
1649  
1646