

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**SUMP PUMP**

**SITE AND BLDG #:** NY010 BLDG1  
**boiler room**  
**LOCATION/RM #:** WO# 17808 **ASSET #** 7276

**MECHANIC  
SIGNATURE:** 

**DATE:** 2/20/25

**START TIME:** 12:15pm

**FINISH TIME:** 12:30pm

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		OBSERVATIONS
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
2	Excessive sediment and debris, not removed by flushing the pit should be handled on a project basis, and not considered under this standard.	✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Remove cover plates and flush pit.	✓		
2	Inspect check valve.	✓		
3	Inspect interior of pit for cracks.	✓		
4	Inspect cover plate is in place	✓		
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 inspection. Any repair cost exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description.

To be performed by: General Maintenance Worker

**Additional Notes:**

