

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

**SITE AND BLDG #:** NY023-319

**MECHANIC**  
**SIGNATURE:**

**DATE:** 9/3/19

**LOCATION/RM #:**

**START TIME:** 7am

**FINISH TIME:** 8am

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023-319	5294	9548					J-31 1-pc Sump Pump, Electric Rm A005	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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 always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		✓/N	
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.	✓		
<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 gaskets and replace if necessary.	✓		
5	Ensure the unit is operating properly, report any deficiencies	✓		
6	Clean up work area and remove all debris.	✓		

