

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**HOT WATER PUMP**

**SITE AND BLDG #:** VA051-01

**MECHANIC**  
**SIGNATURE:**

**DATE:** 6.13.19

**LOCATION/RM #:**

**START TIME:** 10 AM

**FINISH TIME:** 10:30 AM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA051-01	9277	4905		Bell & Gossett	NBF-22		J-1502000-12 1-pc Hot Water Pump	Mech Rm

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 always. 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.		✓	N/A	
5	If strainer cleaning requires removal of pump unit which should be considered a repair and not general maintenance.		✓	N/A	
6	Excessive sediment and debris, not removed by flushing the pit should be handled on a project basis, and not considered under this standard.		✓	N/A	
TO BE PERFORMED AT EACH INSPECTION SERVICE					
1	Remove cover plates and flush pit.		✓	N/A	
2	Inspect check valve.	✓			
3	Inspect interior of pit for cracks.		✓	N/A	

4	Inspect cover plate gaskets and replace if necessary.	<input checked="" type="checkbox"/>		
5	Insure the unit is operating properly, report any deficiencies	<input checked="" type="checkbox"/>		
6	Clean up work area and remove all debris.	<input checked="" type="checkbox"/>		

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:**

