

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST CIRCULATING AND BOOSTER PUMPS

SITE AND BLDG #: MECA 119024-356 MECHANIC SIGNATURE: P. Mullane DATE: 8/7/2020

LOCATION/RM #: 2002 WO# ASSET # START TIME: FINISH TIME:

CHECK POINT	CHECK POINT DESCRIPTION	TASK COMPLETED		NOTES/ACTIONS
		YES	NO	
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	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	☒		
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.	☒		
TO BE PERFORMED BY A CERTIFIED SERVICE TECHNICIAN				
1	Lubricate pump and motor bearings as per manufacturer's specifications.	☒		LUBRICATE PUMP & MOTOR
2	Bearings require lubrication atleast annually.	☒		
3	Inspect couplings and check for any pump seal leaks.	☒		CHECK COUPLER HOUSING
4	Check motor mounts and vibration pads	☒		
5	Tighten all pump flanges.	☒		
6	Visually check pump alignment and coupling	☒		
6	Inspect electrical connections	☒		

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 # WVO #
 PM-09-9711 - 9569 - HOT WATER PUMP
 PM-07-9712 - 9565 - CHILLED WATER PUMP
 PM-190917-217 - HOT WATER PUMP