

## 1. Procedure summary

Lift Station Inspection and Cleaning

### 1.1 Related Procedures

LOTO procedure

Confined space training and permit

Forklift training and checklist

### 1.2 Procedure impacts and concerns

Safety

Confined space training, forklift training, Oxygen sensor/tester

Quality

Need help

Delivery

Need help

Environmental

Need help

Cost

Need help

Compliance

If not inspected and properly cleaned the lift station could overflow causing loss of containment.

### 1.3 Responsibilities and owners

Document Owner

Martin Pacheco

Process Owner

Martin Pacheco

Site Manager

Rebecca White

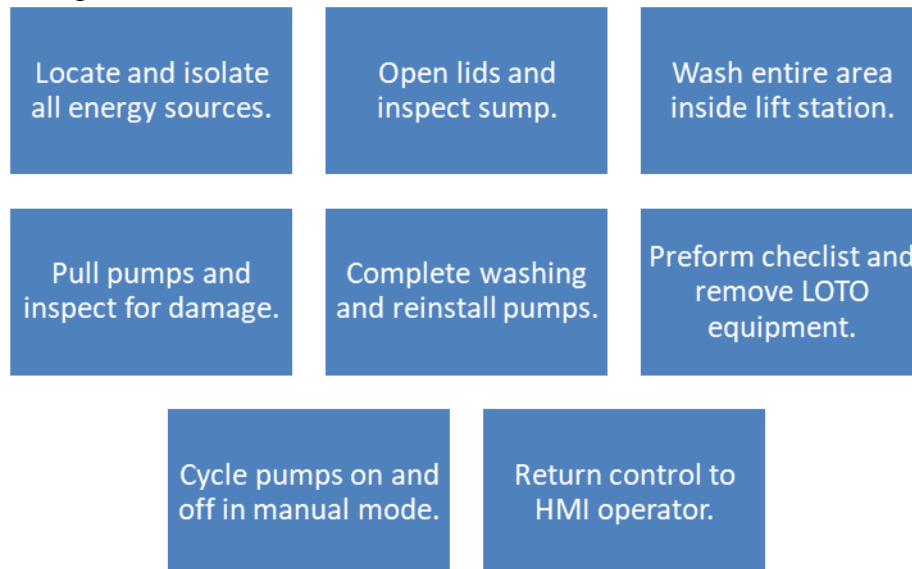
## 2. Process

### 2.1 Process description

This Sop is for the cleaning and inspection of the sump and pumps in the lift station.

<Additional notes>

### 2.2 Process diagram: Work Instruction



<Additional notes>

### 2.3 Process steps

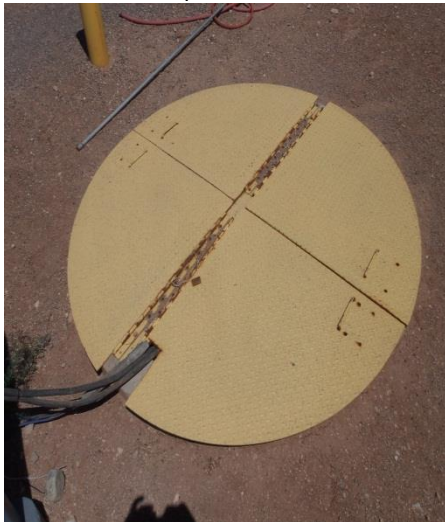
Locate all energy sources and you have done all LOTO steps the task can begin.

<Additional notes>

Open both lids to lift station which give access to the ladder.

With hoses prepped the washing can begin.

Wash entire area inside the lift station, (this includes walls and pumps)  
While washing perform a visual inspection of the area around the pump to see if there is any old or built up product.  
If there is built up material than the pumps will need to be pulled up so that area can be cleaned. (For this step reference the Confined space SOP and the forklift program).  
With the pump pulled up and out of the way continue to wash the lift station sump.  
Once all material has been washed and the sump is clean set pumps back into position.  
Close all water valves and remove all LOTO equipment.  
Verify that all employees are clear, all valves and switches are put into operating positions.  
Restore power to Lift station panel.  
Start pumps In manual mode to empty all wash out water from sump.  
With the pumps in operation make one last pass with the water to ensure all trash, debris, product has been emptied.  
When all operations have been cycled and confirmed return pump to auto setting and restore control to HMI operator.





### 3. Required documents

#### 3.1 Input documents

&lt;Input document and storage instructions&gt;

 <Input document  
 number>

#### 3.2 Output documents

&lt;Output document and storage instructions&gt;

 <Output document  
 number>

### 4. Document control

#### 4.1 Revision history

|                                      |        |
|--------------------------------------|--------|
| R0 – Initial Release – <Editor name> | <Date> |
| R1 – <Editor name>                   | <Date> |

#### 4.2 Document approval

&lt;Name&gt;

&lt;Approval date&gt;

#### 4.3 Document reviewers

&lt;Name&gt;

&lt;Last reviewed date&gt;

&lt;Name&gt;

&lt;Last reviewed date&gt;

### 5. Risk analysis

&lt;Risk name&gt;

&lt;Mitigation plan&gt;

&lt;Owner&gt;

&lt;RPN&gt;