

Location	PS:	Year:				Remarks
	Weekly Checklist	Month:				
		Week1	Week 2	Week 3	Week 4	
Pumping Station Security	Check doors and windows for damage..					
Lifting Equipment	Check gantries are parked correctly and lifting apparatus is stored safely.					
Fire Alarm	Check operation trigger device and sounders and alarm transmission circuits if disconnected/disabled.					
Pump Use/sequencing	Prior to commencing maintenance, test run check for correct operation and excessive noise, heat and vibration. Confirm operation of all emergency stops & trips. Turn off/sequence unnecessary pumps.					
Overall Visual Inspection	Complete overall visual inspection to be sure all equipment is operating and safety systems are in place.					
Level Control	Check level electrodes, transducers and float switches. Wash down.					
Valves	Complete overall visual inspection to be sure all valves for damage					
Alternator Engine & Generator	Provide routine check for signs of deterioration and abnormality. Clean and dust exterior, and clean spillage.					
	Complete overall visual inspection to be sure the alternator equipment is available and safety systems are in place.					
Air Conditioning, Water Cooler & Refrigeration	Check whole unit for proper functionality, unusual noise, and leaks.					
	Complete overall visual inspection to be sure the air conditioning equipment is operating and safety systems are in place					
Motor Condition	Check the condition of the motor through temperature or vibration analysis and compare to baseline values.					
MCC Panel	Check MCC incomer voltage and current using selector switch. Check alarms status of indicator LED for proper					