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| Civil Maintenance | | | | | Task: | Sump Pump | | | | | |
| INSTRUCTIONS: The assigned volunteer(s) may use these instructions to perform applicable inspections and/or preventive maintenance tasks. Additional notes/needed repairs can be listed below. Needed repairs or safety hazards should be addressed promptly. Please return the task instruction card to the maintenance binder or brother(s) assigned to coordinate maintenance activity when completed so that the maintenance schedule can be updated. | | | | | | | | | | | |
| Assigned To: | |  | | | | | | Date Assigned: | | |  |
| Assisted By: | |  | | | | | | Date Completed: | | |  |
| Frequency: | | 6 Months | | Time to Complete / # of Volunteers: | | | | |  | | |
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| Task Description | | | | | | | | | | | |
| **REMINDER: Please do not attempt work that is beyond your ability to perform or the ability of those assisting.** | | | | | | | | | | | |
|  | **Have you reviewed the *Working Together Safely* (DC-82) and *Job Hazard Analysis* (DC-85) to determine the appropriate safety measures and protective equipment that should be worn?** | | | | | | | | | | |
|  | **Are high risk activities associated with this task? If so, are approved volunteers being used?** | | | | | | | | | | |
| * **Has HVAC ductwork or other concealed spaces within the building (e.g., sump pump pits, storage areas, drain pans) been inspected for standing water? If water is found, steps should be taken immediately to remediate the concern. (DC-96)**   **Submersible Pumps (not all items may apply)**   * This service should be done with the cleaning of the tank. * Pull the pump from the sump pit. * Check the appearance of the pump. Repair any damage. * Clean pump inlet screen. * Check operation of any check valves. * Confirm that the encapsulated electrical connections are in order. * Check the fluid level in the pump motor (if applicable). * Check GFI for proper operation. * Check for hydraulic leaks and clean floor. * **Verify the back-up battery and alarm operates properly. If the system is not equipped with a back-up power supply and alarm, one should be installed immediately.** | | | | | | | | | | | |
| Notes / Additional Repairs Needed | | | | | | | | | | | |
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| Task Version Created By: | | | Local Design/Construction Department | | | | Version Creation Date: | | | September 28, 2016 | |