



Department of Facilities POLICY AND PROCEDURE

POLICY NUMBER: 500
VERSION: 1

SUBJECT: HOT WATER CIRCULATING PUMPS

POLICY:

The hot water pumps will be inspected and serviced on a regular basis, as per the manufactures specifications and the Preventative Maintenance Program.

PURPOSE:

To ensure the reliable and efficient operation of the hot water pumps.

PROCEDURE:

1. The technician will perform a daily inspection of the pumps to make sure all pumps are running and circulating hot water.
2. The technician should listen for any unusual noises and vibrations from the pumps.
3. The technician will check all fittings and valves for leaks and repair as needed.
4. All service shall be done as per manufactures specifications.

Approved By: Anthony Corliss (MANAGER I, FACILITIES OPERATIONS AND CRAFTS)	
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