



Operation & Maintenance of Sewage Lift Stations

Record Keeping

- ☐ It is important to keep detailed records of lift station visits and to file these records in an easily accessible location
- ☐ Lift station log book should include:
 - ☐ Station Identification Number
 - ☐ Lift Station Inspection Form
 - ☐ Station Description
 - ☐ Equipment Data Sheets
 - ☐ Emergency Plan
 - ☐ Preventative Maintenance Plan
 - ☐ Safety Instructions
- ☐ Maintenance Assurance Manual inspection templates are available (mae.gov.nl.ca/for/mam.html)

Maintenance

Daily/Weekly

- ☐ Visually/audibly inspect the lift station
- ☐ Record pump hours for each pump. Check for uneven pump run times.
- ☐ Wash down the wet well
- ☐ Check for sand and sludge accumulation
- ☐ Check for indication of high water levels
- ☐ Inspect lights and alarm systems
- ☐ Complete inspection form

Monthly

- ☐ Visually inspect each pump for proper pumping (run each pump by manual control, watch level rise and fall)
- ☐ Pump down wet well to lowest point, and make visual inspection
- ☐ Check wet well floats
- ☐ Exercise suction and discharge valves
- ☐ Test back-up generator for reliability
- ☐ Complete inspection form

Quarterly

- ☐ Remove excessive grit & grease with VAC truck
- ☐ Test generators, under load, for 15 minutes
- ☐ Inspect pumps (visually check pumps and piping for defects, record amperage readings for each pump)
- ☐ Floats should be cleaned and inspected

Annual

- ☐ Inspect electrical equipment (burnt wiring/connections/components, corrosion, or moisture)
- ☐ Wet wells should be pumped and cleaned
- ☐ Submersible level sensors (if applicable) should be cleaned using mild detergent
- ☐ Inspect and clean check valves.
- ☐ Pull pumps and perform pump inspection (check impeller wear; water in oil/coolant; water/oil/coolant in the stator housing)

Other Duties

- ☐ Respond to all lift station alarms
- ☐ Keep surrounding area of lift station clean

Safety Considerations

- ☒ Two operators should always be present when conduct lift station operation and maintenance
- ☒ Operators entering a confined space must be trained and follow proper protocols including atmospheric monitoring and obtaining an entry permit
- ☒ Wear appropriate Personal Protective Equipment (PPE) – hardhats, safety shoes, vests, gloves, ear plugs, etc.
- ☒ Operation and maintenance activities on electrical equipment should be performed by a qualified electrician