



Cooling Tower Maintenance Checklist

12 planned preventive maintenance tasks · Free PDF from PM Assist

A practical starting point for planned preventive maintenance. Always refer to the manufacturer's O&M manual and site-specific requirements.

Visual Checks

- ☐ Inspect drift eliminators for damage or displacement
- ☐ Check fill pack condition for fouling, scaling, or biological growth
- ☐ Inspect water distribution nozzles or troughs for blockages
- ☐ Inspect casing and structural supports for corrosion or deterioration

Functional Checks

- ☐ Check water treatment chemical dosing levels and biocide residuals
- ☐ Test cooling tower water temperature and approach to wet bulb
- ☐ Inspect fan blades, bearings, and motor condition
- ☐ Check make-up water float valve and overflow

Cleaning & Housekeeping

- ☐ Check basin/sump for sludge, debris, and biological growth
- ☐ Clean strainer baskets and bleed-off valves

Safety Checks

- ☐ Verify legionella control measures are in place and documented

Record Keeping

- ☐ Record water temperatures, chemical levels, and microbiological test results

Maintenance Frequency

Weekly

- Check chemical dosing levels
- Visual inspection for cleanliness
- Record water temperatures

Monthly

- Microbiological water sampling
- Clean strainers and sump
- Check drift eliminators

Quarterly

- Full water system review
- Fill pack inspection
- Fan and motor check

Annually

- Full tower clean and disinfection
- Fan bearing and motor service

- Structural inspection
- Legionella risk assessment review