



# Water Meter (Mains & Sub-Meter) Maintenance Checklist

10 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

- ☐ Check for leaks, weeping, or corrosion at the meter and connections
- ☐ Check meter identification matches the metering schedule and drawings

## Functional Checks

- ☐ Take a manual reading and reconcile it against the BMS/aMR logged value
- ☐ Confirm the pulse or comms output is incrementing correctly
- ☐ Check the meter registers zero flow when all known demand is off (overnight)
- ☐ Verify isolation valves either side of the meter operate and are accessible
- ☐ Confirm the meter is the correct size for the flow (not over/undersized)

## Cleaning & Housekeeping

- ☐ Inspect and clean any line strainer protecting the meter

## Record Keeping

- ☐ Review consumption trends for unexplained increases (possible leaks)
- ☐ Record readings, pulse checks, and any anomalies in the metering log

## Maintenance Frequency

### Monthly

- Reconcile manual vs logged reading
- Review overnight flow for leaks
- Check trend for spikes

### Annually

- Verify pulse/comms accuracy
- Clean strainers
- Check isolation valves and connections
- Review meter sizing and trends