



Water Treatment Unit 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 chemical stock levels in dosing tanks and order replacements as needed
- ☐ Inspect sensors and probes for fouling or drift
- ☐ Inspect all dosing lines and connections for leaks or blockages

Functional Checks

- ☐ Verify automatic dosing pumps are operating and calibrated
- ☐ Test system water quality — pH, TDS, inhibitor levels, dissolved metals
- ☐ Verify blowdown or bleed-off operation (open systems)
- ☐ Review alarm and fault log on the controller

Cleaning & Housekeeping

- ☐ Check side-stream filter condition and clean or replace media

Safety Checks

- ☐ Ensure COSHH data sheets are available for all chemicals on site

Record Keeping

- ☐ Record water test results, chemical consumption, and dosing adjustments

Maintenance Frequency

Weekly

- Check chemical stock levels
- Verify dosing pump operation

Monthly

- Test system water quality
- Clean sensors and probes

Quarterly

- Full water quality analysis
- Check side-stream filter
- Review dosing rates

Annually

- Comprehensive water treatment review
- Laboratory water analysis
- Sensor calibration
- Dosing pump service