

**MUD CREEK WPCP  
STANDARD OPERATING PROCEDURES**

**SOP: EMERGENCY CALL OUT**

- If situation (alarms, power outage, other concerns) arises at plant during off hours (nights/weekends/holidays) plant operator to call Supt. or Asst. Supt
- Supt or Asst. Supt will come out to plant, assess emergency and determine course of action.

**SOP: PLANT/EQUIPMENT INSPECTION ROUNDS**

**Procedure:**

Plant Operators will perform the following Plant Inspection rounds in accordance to the schedule listed below:

|                |           |            |           |
|----------------|-----------|------------|-----------|
| <b>A-shift</b> | 7:15 a.m. | 10:00 a.m. | 1:30 p.m. |
| <b>B-shift</b> | 3:15 p.m. | 6:00 p.m.  | 9:30 p.m. |
| <b>C-shift</b> | 11:15p.m. | 2:00 a.m.  | 5:30 p.m. |

Inspection checklist will be checked off after each inspection round and signed by operator.

**Areas and equipment to check:**

- **Influent Pump Station:** Inspect raw sewage pumps for proper operation, check for abnormal temp's, vibrations or noise, inspect packing on pumps for proper leakage (\*Note: 3-11 and 11-7 shift are not to go down in lower level); inspect wet well; record any notable differences (color, odor, etc.) in the raw sewage in the operator's log.
- **Sludge Inventory Tank:** Check level in tank; Check blowers for abnormal temps, vibrations or noise.
- **Aeration Basin Blowers:** Check blowers for vibrations or noise.
- **Influent Head Works:** Inspect bar screens for proper operation, check bar screen motors for abnormal temps, vibrations or noise; check grit basin for flow; record also any notable differences (color, odor, etc.) in the operator's log.
- **Aeration Basins:** Check aeration basins for proper air flow and mixing; record any odors present or changes in color or make up of mixed liquor.
- **Secondary Clarifiers:** Check for proper flow from aeration basins; check for proper sludge settling (any pin floc or solids going over weirs); check drive motors for abnormal temp's, vibrations or noise; check scum boxes, make sure not stopped up;
- **Return Activated Sludge Pump Room:** Check pumps and motors for any abnormal temp's, vibrations or noise, check packing, proper leakage; check controls for pumping rates
- **Disk Filters:** Check for proper operation/flow.
- **Re-Aeration Basin:** When in operation, check for proper air flow
- **Belt Presses:** Check area for any problems, leaks, unusual noise, etc.
- **Composite samplers at Influent and Effluent:** Check operation/temp of samplers every 2 hours and record in log-sheet on computer.