



**Mud Creek WPCP STANDARD OPERATING PROCEDURE (SOP):  
PLANT OPERATIONS/EQUIPMENT INSPECTION ROUNDS**

Issue Date: 4/2011      Revision: 2      Review Frequency: Annual

**4.0 EMERGENCY CALLOUT**

1. If an issue (alarms, power outage, equipment failure, or other concerns) arises at treatment plant during normal hours (night, weekends, or holidays) operator to contact Plant Superintendent, Assistant Superintendent and or Plant Maintenance Supervisor.
2. Plant Superintendent, Asst. Superintendent or Maintenance Supervisor will come to plant and assess emergency/issue and take necessary actions. **(See Mud Creek WPCP Emergency Response Plan.)**

**5.0 CORRECTIVE ACTIONS**

EQUIPMENT MAINTENANCE/REPAIR:

The Central Maintenance Division provides specialized scheduled maintenance and repairs at WW treatment plants, WW lift station, and associated mechanical and electrical equipment as well as control systems for optimal operations. Continual preventive and predictive maintenance achieved through the use of a Computer Maintenance Management System (CMMS) which ensures proper operation and early detection of any problems. With the CMMS database of information, Central Maintenance is able to consistently perform preventive and predictive maintenance on schedule to maximize reliability and meet all regulatory requirements and expectations.

Central Maintenance Division Maintenance Supervisor and Maintenance Tech assigned to treatment plant responsible for performing any required or requested equipment maintenance. If needed, other maintenance personnel assist.

**If emergency situation, refer to Mud Creek ERP Section 3.2 Incident-Specific Response Procedures.**

**If not an emergency repair situation, the following corrective actions are to be followed if equipment is found during daily inspections not to be functioning properly.**

- Corrective maintenance work requests are normally generated by the person who discovers the problem, but they can be input by others if necessary.
- The maintenance scheduler reviews the work request and generates it as a work order to the applicable work center.