



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

Issue Date: 4/2018 Revision: 2 Review Frequency: Annual

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.

UNKNOWN CONTAMINANT IN WASTESTREAM INTO PLANT:

If during rounds operator sees, smells, or online instrumentation detects anything that is not normal for waste stream entering plant, the following procedures are follow:

- Inform Plant Superintendent and/or Assist. Supt. of issue, if after hours, follow the Emergency Callout procedure. Refer to Withlacochee WPCP ERP **3.2 Incident-Specific Response Procedures, WW-4 Wastewater Contamination.**
- Record Date/Time and pertinent information in operators' logbook.