

SANITARY SEWER MAINTENANCE LOG

Operation & Maintenance (O&M) activities to be tracked:

- Facility Repairs • Equipment Repairs • Backups • Line Maintenance • Spill Control • Odor Control • Vandalism

Date	Maintenance Noted	Action Needed	Responsible Party	Target Date	Improvement, Repair or Action Taken	Completed Date
		<input type="checkbox"/> Category 1 <input type="checkbox"/> Category 2 <input type="checkbox"/> Category 3				
		<input type="checkbox"/> Category 1 <input type="checkbox"/> Category 2 <input type="checkbox"/> Category 3				
		<input type="checkbox"/> Category 1 <input type="checkbox"/> Category 2 <input type="checkbox"/> Category 3				
		<input type="checkbox"/> Category 1 <input type="checkbox"/> Category 2 <input type="checkbox"/> Category 3				
		<input type="checkbox"/> Category 1 <input type="checkbox"/> Category 2 <input type="checkbox"/> Category 3				
		<input type="checkbox"/> Category 1 <input type="checkbox"/> Category 2 <input type="checkbox"/> Category 3				
		<input type="checkbox"/> Category 1 <input type="checkbox"/> Category 2 <input type="checkbox"/> Category 3				

Category 1: Immediate action needed to ensure structural safety, operational integrity or personnel / public safety (0 – 30 days)

Category 2: Schedule maintenance or remedial action needed as soon as water, weather, budget and personnel allow (30 days – 1 year)

Category 3: Long term improvement or repairs/replacement to enhance operations and maintenance of facility or project (1 year or more)