

Public Inspection and Maintenance Checklist Vaults, Tanks, and Pipes

Date: _____ Work Order # _____

Type of Inspection: Storm Weekly Monthly Annual

Facility: _____ Inspector(s): _____

Defect	Conditions When Maintenance Is Needed	Maintenance (1 or 2) [†]	Comments
Storage Area			
Debris and Sediment*	Accumulated sediment depth exceeds 10% of the diameter of the storage area for 1/2 length of storage vault or any point depth exceeds 15% of diameter. (Example: 72-inch storage tank would require cleaning when sediment reaches depth of 7 inches for more than 1/2 length of tank.)		
Joints Between Tank/Pipe Section	Any openings or voids allowing material to be transported into facility. (Will require engineering analysis to determine structural stability).		
Tank Pipe Bent Out of Shape	Any part of tank/pipe is bent out of shape more than 10% of its design shape. (Review required by engineer to determine structural stability).		
Vault Structure Includes Cracks in Wall, Bottom, Damage to Frame and/or Top Slab	Cracks wider than 1/2-inch and any evidence of soil particles entering the structure through the cracks, or maintenance/inspection personnel determines that the vault is not structurally sound.		
	Cracks wider than 1/2-inch at the joint of any inlet/outlet pipe or any evidence of soil particles entering the vault through the walls.		

[†] Maintenance: Enter 1 if maintenance is need and include WO#. Enter 2 if maintenance was performed same day.
*Indicates parameters that are tracked in Maximo.

Defect	Conditions When Maintenance Is Needed	Maintenance (1 or 2)[†]	Comments
Storage Area			
Cover Not in Place	Cover is missing or only partially in place. Any open manhole requires maintenance.		
Locking Mechanism Not Working	Mechanism cannot be opened by one maintenance person with proper tools. Bolts into frame have less than 1/2 inch of thread (may not apply to self-locking lids).		
Cover Difficult to Remove	One maintenance person cannot remove lid after applying normal lifting pressure. Intent is to keep cover from sealing off access to maintenance.		
Ladder Rungs Unsafe	Ladder is unsafe due to missing rungs, misalignment, not securely attached to structure wall, rust, or cracks.		
Catch Basins			
See "Catch Basins"	See "Catch Basins"		

[†] Maintenance: Enter 1 if maintenance is need and include WO#. Enter 2 if maintenance was performed same day.
 *Indicates parameters that are tracked in Maximo.