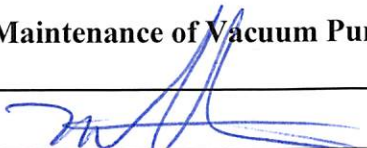


**UNIVERSITY OF TOLEDO
FACILITIES AND CONSTRUCTION**

Section:	Plumbing	Procedure Number:	P-03
Subject:	Maintenance of Vacuum Pumps	Effective Date:	January 1980
		Revised Date:	December 2019
Facilities Officer:		Reviewed Date:	December 2019

Standard Operating Procedure

All vacuum pumps will be maintained in accordance with the manufacturer's recommendations and specifications.

Purpose

To provide and ensure vacuum to all buildings throughout the institution.

Procedure

1. Daily checks and gauge reading will be made and recorded by the Central Control Operators on second and third shift. Report any unusual conditions directly to their immediate supervisor.
2. All components will be visually checked on a semi-annual basis by the Plumbing staff or through a service contact with an outside contractor.
3. Lubrication and repairs will be performed as required by the Plumbing staff or if repairs are outside the plumbing staffs' ability, their direct supervisor will be advised.