



# Pools Reno's Daily Pool Maintenance Checklist

## Daily Pool Maintenance Checklist

Download this daily pool maintenance checklist that you can use to ensure every aspect of the pool gets inspected, potential risks and hazards can be identified, and issues can be addressed through maintenance tasks.

## Title Page

**Site/Facility Name**

Text answer

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**Date Conducted**

Date/time

Enter Date and Time:

\_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_ \_\_ \_\_

\_\_ \_\_ : \_\_ \_\_ AM / PM

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**Maintenance Personnel**

Text answer

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**Location**

Text answer

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## Pool Maintenance

### Daily Maintenance

**Skim the surface of the pool to remove any leaves or other debris.**

Select one

OK

Needs Attention

N/A

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**Remove all leaves and other debris from the strainer basket.**

Select one

OK

Needs Attention

N/A

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**Inspect the pool water.**

Select one

OK

Needs Attention

N/A

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**Check and maintain the level of pool water.**

Select one

OK

Needs Attention

N/A

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**Check and clean the filter and pump to make sure they're functioning properly.**

Select one

OK

Needs Attention

N/A

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**Test the water's pH and chlorine levels.**

Select one

OK

Needs Attention

N/A

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**Add sanitizer in small amounts to keep the free chlorine level at 1-3 ppm.**

Select one

OK

Needs Attention

N/A

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**Check the filtration system to ensure proper water circulation.**

Select one

OK

Needs Attention

N/A

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**Check the filter if the water is noticeably dirty.**

Select one

OK

Needs Attention

N/A

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**Inspect the pool cleaner.**

Select one

OK

Needs Attention

N/A

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**Make sure all pool equipment is operated for an ideal time.**

Select one

OK

Needs Attention

N/A

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**Inspect the pool equipment, including the pump, motor, filter, heater, valves, and timers, for any signs of damage, leaks, or malfunctions. Repair or replace any faulty equipment as needed.**

Select one

OK

Needs Attention

N/A

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**Clean the pool deck area and surrounding surfaces by removing leaves, dirt, and other debris.**

Select one

OK

Needs Attention

N/A

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**Conduct a safety check of pool-related equipment and accessories (ladders, handrails, diving boards, pool covers, and lighting fixtures) to ensure they are in good condition and functioning properly.**

Select one

OK

Needs Attention

N/A

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## Completion

Comments and/or Recommendations

Text answer

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Inspector/Maintenance Personnel Name and Signature

Signature

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Date: \_ \_ / \_ \_ / \_ \_ \_ \_

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