



# **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

Date Conducted

Date/time

Enter Date and Time:

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

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

Maintenance Personnel

Text answer

Location

Text answer

**Pool Maintenance**

**Daily Maintenance**

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

- ☒ OK
- ☐ Needs Attention
- ☐ N/A

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

- ☒ OK
- ☐ Needs Attention
- ☐ N/A

**Inspect the pool water.** Select one

- ☒ OK
- ☐ Needs Attention
- ☐ N/A

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

- ☒ OK
- ☐ Needs Attention
- ☐ N/A

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

- ☒ OK
- ☐ Needs Attention
- ☐ N/A

**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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<b>Clean the pool deck area and surrounding surfaces by removing leaves, dirt, and other debris.</b>	Select one
<input type="checkbox"/> OK	
<input type="checkbox"/> Needs Attention	
<input type="checkbox"/> N/A	

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<b>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.</b>	Select one
<input type="checkbox"/> OK	
<input type="checkbox"/> Needs Attention	
<input type="checkbox"/> N/A	

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Completion

Comments and/or Recommendations

Text answer

Inspector/Maintenance Personnel Name and Signature

Signature

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