

6.0	Cleaning Services			
6.1	Servicing and cleaning screen channel from waste, sand and other sediments by weekly at all STP's.	L/S	WEEKLY	
6.2	Servicing and cleaning of all equipment from dust, waste, sand and other sediments on a monthly basis such as 1. Basket / perforated screen 2. Grating platform 3. Pump Sump 4. Effluent channel and drainage 5. STP drainage 6. Junction box 7. Control panel 8. Air blower filter 9. Pump House	L/S	MONTHLY	
6.3	Grass cutting works inside the STPs area and outside the STPs area within 1 meter by monthly also clear out the disposal grass debris outside campus.	L/S	MONTHLY	
6.4	Clearing and trimming wild plants within STP area and ensure debris and all disposal items to be transported out from campus.	L/S	MONTHLY	
6.5	Cleaning wall, floor, stairs tank, effluent drainage, effluent channel and STP drainage using High Pressure water jet every year.	L/S	1 TIME PER CONTRACT	
6.6	Wild grass control within 1 meter outside the STP area every 6 month a year using approved herbicides.	L/S	1 TIME PER CONTRACT	
Total 6.0 Cleaning Services (RM)				
7.0	Detail Reporting Procedure. Please refer Appendix 1, 2 and 3			
7.1	Contractor should obtain the following report procedure and submit to DBSB base on the following items : b) Prepare daily performance sewage treatment plant monitoring report (biological process) for these 7 parameters as follows : 1. PH 2. Temperature 3. Dissolve Oxygen, DO 4. Biochemical Oxygen Demand, BOD 5. Ammoniacal Nitrogen, N 6. Setled Sludge in 30 minutes, SV30 7. Sludge Volume Index, SVI c) Prepare monthly schedule in the beginning of the year for 16 STPs IIUM Gombak Campus d) Prepare monthly report for billing purposes using Appendix 1 & 3 form complete with photo report (Photos affixed with timestamp). The minimum photo report sheets are as below : 1. Monthly checklist complete with suggestion on malfunction items (1 page for each STP) 2. Clear Screen Channel and pump sump photos (4photos, 1 page) 3. Clean air blower filter and Cleaning inside pump house (4photos, 1 page) 4. Grass cutting and any other maintenance works (4photos, 1 page) e) Prepare monthly water analysis report for these 9 parameters (refer to standard B of environment quality regulation 2009 - sewage effluent) as follows : 1. PH 2. Biochemical Oxygen Demand @ 20°C for 5 days 3. Chemical Oxygen Demand 4. Suspended solids 5. Oil & Grease 6. Ammonical Nitrogen 7. Nitrate - Nitrogen 8. Phosphorus as P	- - - -	DAILY 1 TIME PER CONTRACT MONTHLY	
Total 7.0 Reporting Procedure (RM)				

DAILY PERFORMANCE STP MONITORING

DATE :

CAMPUS : IIUM, GOMBAK CAMPUS

BIL	LOCATION	ELECTRICAL	ODOUR	EFFLUENT WATER (biological record)						
		Pump		PH	Temp.	DO	BOD	N	SV30	SVI
1	STP 2 - MAHALLAH ASMA									
2	STP 3 - MAHALLAH AMEENAH									
3	STP 4 - MAHALLAH UTHMAN									
4	STP 5 - KULLIYAH HUMAN SCIENCE									
5	STP 6 - KULLIYAH KAED									
6	STP 7 - TRANSPORT UNIT									
7	STP 8 - MAHALLAH BILAL									
8	STP 9 - MAHALLAH MARYAM									
9	STP 10 - EDUCARE UNIT									
10	STP 12 - MAHALLAH SAFIYYAH									
11	STP 13 - FEMALE SPORT COMPLEX									
12	STP 14 (A) - MAHALLAH ASIAH									
13	STP 14 (B) - MAHALLAH RUQAYYAH									
14	STP 15 - MAHALLAH SALAHUDDIN									
15	STP 16 - KULLIYAH KICT									
16	STP 17 - WADI BUDI									

Note / Remarks : _____

Prepared By :

Verified By :

.....

.....

Name :

Name :

Date :

Date :

MONTHLY SEWERAGE TRANS PLANT REPORT

MONTH : _____

STP (2-ASMA) / (3-AMEENAH) / (4-UTHMAN) / (5-HS) / (6-KAED) / (7-TRANSPORT) / (8-BILAL) / (9-MARYAM) / (10-EDUCARE) / (12-SAFIYYAH) / (13-FEMALE SPORT) / (14a-RUQAYYAH) / (14b-ASIAH) / (15-SALAHUDDIN) / (16-KICT) / (18-WADI BUDI)

A - ELECTRICAL

i. Running equipment test date (monthly) :.....

	Raw Sewage Pump		Equalization / Transfer Pump		Air blower		Submersible Aerator		Ejector / Others ()	
	1	2	1	2	1	2	1	2	1	2
Power (kw)										
Ammeter (A)										
Voltmeter (V)										
Hours run meter (H)										

ii. Remark/Suggestion : _____

B - MECHANICAL

*Service date :.....

Date	Tighten screw, bolts & nuts (monthly)	Air blower pressure running load (monthly)	Air blower's tension of V-belt (monthly)	Blower lubricant oil replacement (twice a year)	Greasing Blower's bearing (quarterly a year)	Penstock service & greasing (quarterly a year)

ii. Remark/Suggestion : _____

C - CIVIL

*(Condition Appearance)

	Good	Defect	Remark :
i. Grating			
ii. Piping			
iii. Pump house			
iv. Blower Room			
v. Control Panel Room			
vi. Fence			
vii. Drainage			
viii. Other()			

ii. Remark/Suggestion : _____

D - CLEANING SERVICES

*Service date (monthly) :.....

Tick (✓)	Screen channel	Basket /	Screen platform	Pump Sump	Effluent Channel	Effluent Drainage	Effluent Chamber	STP drainage	Junction box	Control panel	Air Blower

Date	Screen channel Services				Grass Cutting (monthly)	Rubbish Disposal (monthly)	Grass Poisoning (every 6 month)	High pressure (every 6 month)
	1st week	2n week	3rd week	4th week				

Prepared By :

Verified By :

Approved By :

.....
Name :
Date :

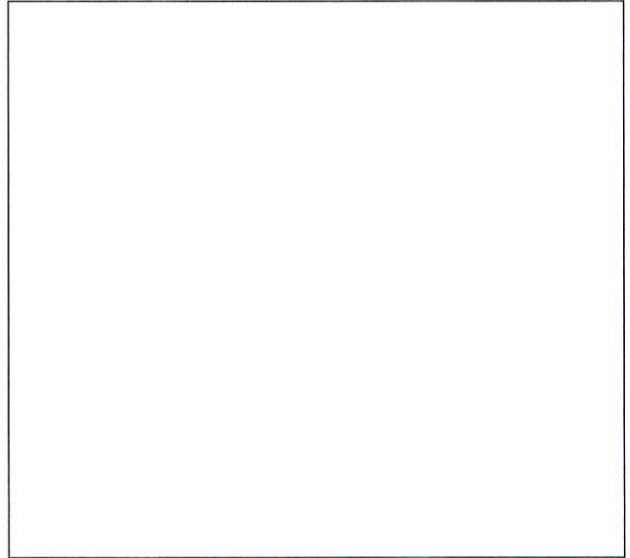
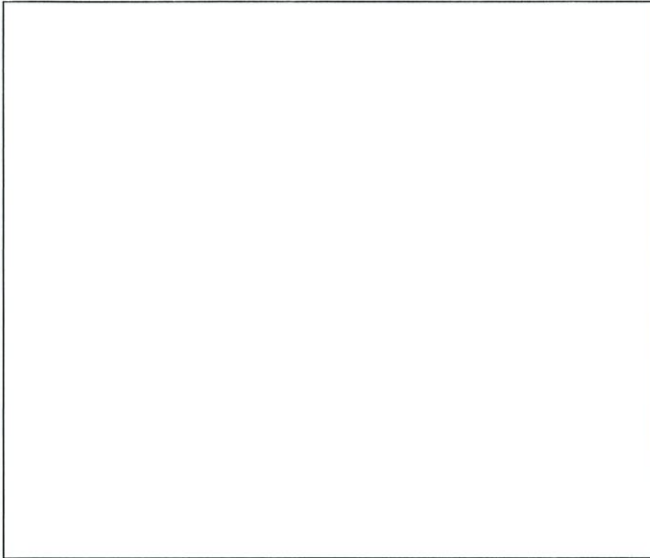
.....
Name :
Date :

.....
Name :
Date :

PHOTO MAINTENANCE REPORT

Location : _____
 Defect : N/A

Date : _____
 Time : _____



Area : Pump house Item : f3
 Job : Cleaning Remarks : Before

Area : pump house Item : f3
 Job : Cleaning Remarks : After

Location : 0
 Defect : _____

Date : _____
 Time : _____



Area : Pump house Item : f3
 Job : Grass cutting Remarks : Before

Area : Pump house Item : f3
 Job : Grass cutting Remarks : After