

# WINTERIZATION CHECKLIST

These are basic guidelines for recommended maintenance. Maintenance is not provided by Munro.

- Turn the H-O-A switch to the OFF position.
- Close discharge valve and blow out the system downstream from the pump.
- Remove all drain plugs from piping and pump; do not reinstall plugs, keep in a safe place and install when starting system again.
- Drain the Suction or turn off water from incoming pressure.
- Disconnect ALL monitoring devices, such as transducers (being careful not to twist the wires), temperature sensors and pressure sensors. At a minimum, all water should be removed and, if possible, monitoring devices should be stored somewhere that they will not risk freezing.
- Make sure all bolts on check and butterfly valves are loosened to let water drain and do not tighten until starting system again.
- Ensure that all devices and accessories containing water are drained, like filter bodies, filter pistons, and pump bodies. Remove filter scanner piston assemblies and compress the piston, thus extracting all of the water from the body.

*Note: Remember that water expands when it freezes, and that characteristic can be very destructive when the water is encapsulated in a rigid body.*