

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST REACH-IN REFRIGERATORS/FREEZERS

SITE AND BLDG #:

Pc 051 -194

MECHANIC

SIGNATURE:

Mary Bato

DATE:

5/13/19

LOCATION/RM #:

Kikha

WO#

8617

ASSET #

6860

START TIME:

12:30

FINISH TIME:

1:00

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
1	Review manufacturer's instructions.			
2	De-energize, lock out, and tag electrical circuits.			
3	If appliance is disposed, follow regulations concerning removal of refrigerants and disposal of the appliance.			
4	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.			
5	Closely follow all safety procedures described in the Safety Data Sheet (SDS) for the refrigerant and to all labels on			
1	Check with operating or area personnel for any deficiencies; verify cleaning program.			
2	Verify indicator light on; check compartment temperature.			
3	Examine evaporator for proper clearances/slope and air flow.			
4	Examine handles, hinges and tightness of door closure.			
5	Examine safety door release and fan shut down safety switch.			
6	Inspect lighting for burnt out lamps.			
7	Check starter panels and controls for proper operation, burned or loose contacts, and loose connections.			
8	Clean evaporator coil, evaporator drain pan, blowers, fans, motors, and drain piping as required; lubricate motor(s).			
9	Clean condenser coil and condensing unit section.			
10	Clean and inspect defrost evaporation trays/pans.			

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- Inspect defrost systems for proper operation, including timer; adjust as required. Have automatic defrosters adjusted as required so freezer will defrost during "Off Peak" hours
- Check operation of thermostats; calibrated as required.
- Check coil superheat and adjust to manufacturers recommendations.
- Inspect and service all electric motors.
- Inspect door gaskets for damage and proper fit; adjust gaskets as required and lubricate hinges with food grade oil.
- Check door gasket heater.
- Check box floor for water or ice accumulation.
- Check box for excessive ice build-up and open seams.

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.  
To be performed by: General Maintenance Worker

Additional Notes:

Found Evap Coil partially froze and lineset froze  
Has to thaw before any work can be done

Turned unit off, need to perform leak check and

adjust charge

on 5/10/19 pm and unit operating properly, T-stat adjusted to coldest position by somebody other than CMI