

PREVENTIVE MAINTENANCE PROGRAM CHECKLIST
REACH-IN REFRIGERATORS/ FREEZERS

SITE AND BLDG#: NY023-123 **MECHANIC SIGNATURE:** *SIGNATURE ON FILE (DROWE)* **DATE:** 7/31/23

Site Location	WO#	Asset#	PM#	Manufacturer	Model Number	Serial#	Asset Description	Asset Location
NY023-123	2-23723-1		PMQ190917153					
CHECK POINT	CHECKPOINT DESCRIPTION				NOTES/ACTIONS (If Task Complete is Checked 'NO', Then Provide Explanation)			
TO BE PERFORMED AT EACH INSPECTION SERVICE								
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				
11				Inspect defrost systems for proper operation, including timer; adjust as required				
12				Have automatic defrosters adjusted as required so freezer will defrost during "Off Peak" hours				
13				Check operation of thermostats; calibrated as required				
14				Check coil superheat and adjust to manufacturers recommendations				
15				Inspect and service all electric motors				
16				Inspect door gaskets for damage and proper fit; adjust gaskets as required and lubricate hinges with food grade oil				
17				Check door gasket heater				
18				Check box floor for water or ice accumulation				
19				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 any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

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MECHANIC

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To be performed by: General Maintenance Worker

Additional Notes: