

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST ICE MAKER

SITE AND BLDG #: VA006-01

MECHANIC SIGNATURE: 

DATE: 11-5-19

LOCATION/RM #: CUBE 11 WO# 11155 ASSET # 1573

START TIME: 7AM

FINISH TIME: 5:30 PM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	De-energize, lock out, and tag electrical circuits.	✓		
2	Only approved cleaning chemicals shall be used.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	✓		
2	Visually check for refrigerant, oil and water leaks.	✓		
3	Inspect ice condition/size.	✓		
4	Clean air filter	✓		
5	As needed, drain and clean unit with proper ice machine cleaning solution. Drain and clean at a minimum of annually.	✓		
6	Check date on water filter, Replace as needed. Water filters should be changed annually at a minimum.	✓		
7	Check and tighten any loose screw-type electrical connections.	✓		
8	Check all controls; adjust if necessary.	✓		
9	Examine water connection; open and close water valve; test ice dispensing valve and (door) metering adjustment.	✓		
10	Check and clear ice machine draining system (drain vent, strainer, trap).	✓		
11	Examine condition of bin doors-closure, hinges, gaskets, handles and ease of slide; lubricate as required. Check storage bin condition.	✓		
12	Clean motor, compressor, and condenser coil.	✓		

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 discription of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes:

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
REACH-IN REFRIGERATORS/ FREEZERS**

SITE AND BLDG #: VA006-01

MECHANIC SIGNATURE: 

DATE: 11-5-19

LOCATION/RM #: **WO# 11155** **ASSET # 1574**

START TIME: 7Am

FINISH TIME: 5:30 PM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	De-energize, lock out, and tag electrical circuits.		✓	
2	If appliance is disposed, follow regulations concerning removal of refrigerants and disposal of the appliance.		✓	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check with operating or area personnel for any deficiencies; verify cleaning program.		✓	UNIT IS OUT OF SERVICE COMPRESSOR BURNT OUT.
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. Replace if required.		✓	
7	Clean evaporator coil, evaporator drain pan, blowers, fans, motors, and drain piping as required; lubricate motor(s).		✓	
8	Clean condenser coil and condensing unit section.		✓	
9	Clean and inspect defrost evaporation trays/pans.		✓	
10	Check operation of thermostats; calibrated as required.		✓	
11	Check coil superheat and adjust to manufacturers recommendations.		✓	
12	Inspect and service all electric motors.		✓	
13	Check box floor for water or ice accumulation.		✓	
14	Clean up area and note any deficiencies.		✓	

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To be performed by: General Maintenance Worker

Additional Notes: