

REVIEWED

By Michael Merchan at 9:19 am, Feb 08, 2019

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

SITE AND BLDG #: WV022-01

MECHANIC

SIGNATURE: *Potterik Davis*DATE: *7 February 2019*LOCATION/RM #: *Room 125*START TIME: *7:30*FINISH TIME: *3:30*

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
WV022-01	7363	6782		<i>Condina</i>	1F-SS	F9514101	J-1502000-23 1-pc Freezer Upright, Electric	<i>Rm 125</i>

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Review manufacturer's instructions.		<input checked="" type="checkbox"/>	N/A
2	De-energize, lock out, and tag electrical circuits.		<input checked="" type="checkbox"/>	
3	If appliance is disposed, follow regulations concerning removal of refrigerants and disposal of the appliance.		<input checked="" type="checkbox"/>	
4	If materials containing refrigerants are discarded, comply with EPA regulations as applicable.		<input checked="" type="checkbox"/>	
5	Closely follow all safety procedures described in the Safety Data Sheet (SDS) for the refrigerant and to all labels on refrigerant containers.		<input checked="" type="checkbox"/>	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check with operating or area personnel for any deficiencies; verify cleaning program.		<input checked="" type="checkbox"/>	UNITS ARE OUT OF SERVICE
2	Verify indicator light on; check compartment temperature.		<input checked="" type="checkbox"/>	
3	Examine evaporator for proper clearances/slope and air flow.		<input checked="" type="checkbox"/>	
4	Examine handles, hinges, and tightness of door closure.		<input checked="" type="checkbox"/>	
5	Examine safety door release and fan shut down safety switch.		<input checked="" type="checkbox"/>	
6	Inspect lighting for burnt out lamps.		<input checked="" type="checkbox"/>	
7	Check starter panels and controls for proper operation, burned or loose contacts, and loose connections.		<input checked="" type="checkbox"/>	
8	Clean evaporator coil, evaporator drain pan, blowers, fans, motors, and drain piping as required; lubricate motor(s).		<input checked="" type="checkbox"/>	

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. Have automatic defrosters adjusted as required so freezer will defrost during "Off Peak" hours		/	
12	Check operation of thermostats; calibrated as required.		/	
13	Check coil superheat and adjust to manufacturers recommendations.		/	
14	Inspect and service all electric motors.		/	

N/A

UNITS

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
15	Inspect door gaskets for damage and proper fit; adjust gaskets as required and lubricate hinges with food grade oil.		/	
16	Check door gasket heater.		/	
17	Check box floor for water or ice accumulation.		/	
18	Check box for excessive ice build- up and open seams.		/	

ART

OUT OF SERVICE

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. To be performed by: General Maintenance Worker **Additional Notes:**

***Asset(s) should be decommissioned from inventory list**



