

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST REACH-IN REFRIGERATORS/ FREEZERS

SITE AND BLDG #: NY 050

MECHANIC
SIGNATURE

M. Lawrence

DATE:

8/9/19

LOCATION/RM #: 12B WO# _____ ASSET # _____

START TIME:

FINISH TIME:

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
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).	☒	☐	clean coil & drain pan
9	Clean condenser coil and condensing unit section.	☒	☐	yes
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.	☒	☐	yes

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PK-04-9977-4974
PK-04-9975-4976

ASSISTANT

W. D. H.

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.	☒	☐	

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: