

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

REACH-IN REFRIGERATORS/FREEZERS

4005E4000 RTFRGE2000

SITE AND BLDG #: NY 024-358

MECHANIC SIGNATURE: *Phillip Lawrence* DATE: 10/01/2008

LOCATION/RM #: KITCHEN # ASSET # 9290 START TIME: 10.00 am FINISH TIME: 10.35 am

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.	/	X	
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 refrigerant containers.	/		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	/		ok
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.	/		replace bulb
6	Inspect lighting for burnt out lamps.		X	
7	Check starter panels and controls for proper operation, burned or loose contacts, and loose connections.	/		ok
8	Clean evaporator coil, evaporator drain pan, blowers, fans, motors, and drain piping as required; lubricate motor(s).	/		ok
9	Clean condenser coil and condensing unit section.	/		ok
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	/		ok
12	Check operation of thermostats; calibrated as required.	/		
13	Check coil superheat and adjust to manufacturers recommendations.	/		
14	Inspect and service all electric motors.	/		

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

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: