Completion of the signature block below signifies the review and approval of this document.

Signed by:	Reason:	Date / Time (UTC):
Becker Mark	Medical Approval	31-Jul-2020 12:27:04
Procaccio Tony	'VP, Operations Approval'	01-Aug-2020 01:21:18
Rosa-Bray Marilyn	'Chief Medical Officer & VP, Quality, Regulatory Compliance & Lat	02-Aug-2020 01:56:01
Bolger Emily	QA Approval	09-Aug-2020 23:52:28

Preventive Maintenance (PM) must be performed on each freezer at regular quarterly intervals. This requirement covers the freezer compartment(s) as well as the anteroom, if applicable. During the quarterly PMs, the product may remain in the freezer as long as the PM does not impact the product that is stored in the freezer. PMs are to be scheduled a minimum of two weeks in advance.

Each freezer and anteroom require its own form to be completed, i.e., a center with two freezers and one anteroom would complete three forms.

Do not make any changes to the system settings or set points on freezing systems without prior approval from the Manager, Corporate Facilities Engineering Department. Contractors must contact the refrigeration group before making any changes, so that validation impact of the change can be assessed.

Location: _____ Freezer ID: _____ Date Initiated: _____

Does this evaporator coil need deicing and cleaning? Yes ☐ No ☐

Freezer Box			
Manufacturer Serial #:		Model #:	

		Yes	No
1.	Is freezer door safety mechanism functioning properly?		
2.	Are plastic strip curtains in place and in good repair for all exterior doors, including walk-thru and pass-thru door?		
3.	Are all condensate drain lines effectively removing condensation from evaporator collection pans?		

Condenser / Compressor Package					
Condenser Manufacturer:		Model #:		Serial #:	
Compressor Manufacturer:		Model #:		Serial #:	

		Yes	No
4.	Is the oil level in compressor correct? Maintain at ¼ to ¾ sight glass as required.		
5.	Was the receiver (if applicable) and compressor crankcase heater amp draw checked for proper operation?		
6.	Inspect the sealed refrigerant systems for leaks. Was it acceptable without any leaks?		
7.	Clean condenser coil by using pressurized water and a commercial coil cleaner, if needed. Clean coil a minimum of twice per year or more as local conditions require. Were the condensers cleaned?		
8.	Visually check all electrical devices for any overheating and signs of discoloration, contactor points for pitting, and any wiring with discolored or melted insulation. Were all checks acceptable?		
9.	Are condenser fan controls properly operating? Verify fan blades are tight and all mounting bolts are tight. Make certain that all of the safety controls are operational and functioning properly. Check setting on fan cycle control, if applicable, and record settings. Cut-In _____ Cut-Out _____		
10.	Check compressor suction, discharge pressure and temperature, determine compressor superheat, and record all.		

Suction Pressure	psig	Discharge Pressure	psig	
Suction Temperature	°F	Discharge Temperature	°F	

Location: _____ Freezer ID: _____ Date Initiated: _____

Condenser / Compressor Package *(continued)*			
		Yes	**No**
11.	Liquid line temp, leaving the condensing unit to evaporator coil = _____°F		
12.	Record suction pressure cut-in / cut-out. Suction pressure device cut-in Setpoint _____ psig Suction pressure device cut-out Setpoint _____ psig		
13.	Check motor amp draw and voltage on compressor, control circuit and fan(s), and compare with nameplate data. Record findings. Were all checks acceptable? Voltage L1 _____ L2 _____ L3 _____ Cond. Fan(s) Amps L1 _____ L2 _____ Compressor Amps L1 _____ L2 _____ L3 _____ Evap. Fan(s) Amps L1 _____ L2 _____		
14.	Check and verify the amp draw on all defrost heater circuits, and compare to nameplate data. Check and verify the defrost termination and fan delay control is performing correctly, and record results. Check and verify the defrost time clock control is set to correct time for this unit and the schedule (pins, if applicable, are installed in the correct times). (Also tight). Were the settings correct?		
	Defrost Heater Amps L1 _____ L2 _____		
	Defrost termination temperature (including units °F or °C) _____		
	Defrost timer maximum time setting _____		
	Is defrost terminating on temperature?		
	Defrost fan delay temperature (including units °F or °C) _____		
	Are the fans delaying at the completion of defrost?		
15.	Check all refrigeration piping. Make sure that all mechanical joints and flare nuts are tight. (Tighten, if necessary.)		

Location: _____ Freezer ID: _____ Date Initiated: _____

Evaporator(s)						
Evaporator Manufacturer:		Model #:		Serial #:		

16.	Record defrost cycles below:					
	Defrost Cycle Times				**Approximate** Duration	
	1st	2nd	3rd	4th		

		Yes	**No**
17.	Are defrost cycles functioning as intended and effective in removing all frost and ice from coil?		
18.	Record thermostat settings below (include units °F or °C): Setpoint _____ Differential _____ *Recommended setting must match validated installation setpoint.		
		Yes	**No**
19.	Check evaporator coil for refrigerant leaks and loose electrical connections. Were any found?		
20.	**REQUIRED PICTURES** • Front and back of evap. coil • Glycol bottle • Showing all condensing units • From the entry door into the freezer		
Review			
21.	Review general equipment condition with Center Manager.		
22.	**Scheduled next PM** **DATE:** _____		

NOTE: Each freezer and anteroom require its own Form EQP-019C, *Quarterly Freezer Preventive Maintenance Working Service Manual,* to be completed, i.e., a center with two freezers and one anteroom would complete three forms. If a freezer has two refrigeration systems (i.e., evaporator coils and condensing units), a separate EQP-019C form must be completed for each refrigeration system.

Location: _____ Freezer ID: _____ Date Initiated: _____

Overall Comments & Repair Notes			
Signature:		Date:	

Service Technician / Provider Information			
Technician Name			
Provider Name		Phone	
Street		City	
State		Zip	

Management Review			
Center Management	Signature:	Date:	

PM documents are to be uploaded to the Maximo service request.