

Evaporative Cooler

Last Issue Date: 03/11/2020		Type Of Service				
Activity		A	B	C	D	E
1	ELECTRICAL: a) Carry out a visual inspection for obvious damage to the equipment. b) To the unit frame and pump shaft test the earthing continuity to AS3000 (hard wired). Note: The tests are to be done before and after isolation, and after re-instatement.		Y	Y	Y	
2	Check the condition of the unit, especially for signs of corrosion, wear and damage.		Y		Y	
3	Remove filter frames check and clean both filter pads and frames.		Y	Y	Y	
4	Empty water reservoir, clean basin thoroughly and refill with water to correct level. Ensure the water level does not rise above the basin lip.			Y	Y	
5	Check and clean water distribution channels.			Y	Y	
6	Check the float assembly for correct operation and level.			Y	Y	
7	Check water supply, especially for leaks.		Y	Y	Y	
8	Empty water reservoir and clean basin thoroughly. Leave empty during winter period.		Y			
9	Check operation of unit including: a) Controls. b) Thermostats. c) Blower shaft and motor bearings. d) Condition, alignment and tension of pulleys and V belts.				Y	
10	WATER PUMP: a) Check the water pump condition and operation (test run). b) Check the hose between the pump and water distributor for free running water. Replace any damaged or clogged up hoses. Note: Calcium build-up is common in areas with hard water (quality).			Y	Y	
11	Check and adjust bleed rate.			Y	Y	
12	Check ductwork including flexible connections, roof penetrations and selected access points in the vicinity of the moisture producing equipment and clean, check drainage facilities for condition and operation and where necessary clean drains.				Y	
13	Record the results in the logbook and submit a customer report to the FMSP.		Y	Y	Y	

**Disclaimer** -This TDS is intended to provide guidance only to support Preventative Maintenance servicing activities. All TDS users are encouraged to read and understand the full [Conditions of Use](#) provided on the final page of this document and on the DPTI website.

For more information please contact the applicable Facilities Management Service Provider.



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Department of Planning,  
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## Special Comments and Technical Data

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B SERVICE: END OF SEASON SERVICE DEPENDS ON SITE CONDITIONS.

C SERVICE 3 MONTHLY. (FOR EDUCATION, FIRST SERVICE IS EXPECTED TO BE UNDERTAKEN DURING THE SUMMER HOLIDAYS).

D SERVICE: IS A BEGINNING OF SEASON SERVICE, TIMING DEPENDS ON SITE CONDITIONS.

NOTE: IF UNITS OPERATE OVER 6 MONTHS MORE THAN ONE C SERVICE IS REQUIRED.

SERVICE ACTIVITIES AND FREQUENCIES MAY VARY DEPENDING ON SITE CONDITIONS AND MANUFACTURER'S RECOMMENDATIONS.

APPLICABLE LEGISLATION: MINISTERIAL BUILDING STANDARD MBS 002 - MAINTAINING THE PERFORMANCE OF ESSENTIAL SAFETY PROVISIONS, PUBLIC HEALTH (LEGIONELLA) REGULATIONS, AS3666.2.

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