

Coolroom / Freezer Room

Last Issue Date: 29/10/2019		Type Of Service				
Activity		A	B	C	D	E
1	TEMPERATURE: Check the Room's temperature versus set point & record.		Y	Y	Y	
2	TEMPERATURE CONTROLS: a) Check the condition and operation of the thermostat and the set points and recalibrate if necessary; and b) Check the condition and operation of the Temperature Alarms.			Y	Y	
3	TEMPERATURE CALIBRATION: a) Check the Room's temperature versus set point & record & check the accuracy of the indicated temperature with a calibrated thermometer. If the temperature variance is more than 1 degC recalibrate the temperature sensor. b) If the equipment cannot be recalibrated attach a tag stating the variance and notify the site representative and facility manager. See the Special Comments.				Y	
4	CONDITION INSPECTION: a) Check the overall Room integrity & condition inspecting the components e.g. the doors, windows, panels & joints for damage; & b) Check any racks and/or shelves are secure and are undamaged.			Y	Y	
5	HAZARDS: a) Check the floor for any slipping or tripping hazards; and b) Check the Room for general housekeeping, including checking if the contents are dangerously stored, are located too closely to the air handling / evaporator unit/s, are obscuring signage, lighting or the duress alarm button.		Y	Y	Y	
6	DOOR/S: a) Check the door hardware e.g. handle, hinges etc for damage or corrosion; b) Check the integrity of the door seals for damage, deformed profile etc. & c) Ensure a colleague or site staff member is standing outside the Room for this and check the operation of the door/s for free movement. - Test the action of the internal safety release door handle/ mechanism/s for satisfactory operation. - Ensure that a key is not required, there is no sticking & force is not required. d) If installed check the "Door Open" alarm is operational. NOTE: If there are any safety concerns undertake the appropriate action & notify the site representative & facility manager immediately.		Y	Y	Y	
7	INTERNAL PLASTIC CURTAINS: If fitted, check the condition.		Y	Y	Y	
8	DOORFRAME HEATER: If applicable, check the condition and operation. Note: The heating coils or strips may extend across the door threshold.		Y	Y	Y	
9	PRESSURE RELEASE VENT, if applicable: a) Check the condition and operation of the pressure release vent. If difficult to open check for ice and remove; and b) If installed, check the operation of the Indicator Box (monitors input power).		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.



Government of South Australia  
Department of Planning,  
Transport and Infrastructure

Download Date: 22/12/2020

Coolroom / Freezer Room

Activity		Type Of Service				
		A	B	C	D	E
Last Issue Date: 29/10/2019						
10	FROST HEAVE PREVENTION SYSTEM, if installed: a) Check the sub-floor heating coils are operational; and b) Check the alarm/s are operational. Note: The heating coils may extend up behind the exterior wall/s in a basement location.		Y	Y	Y	
11	SAFETY SIGNAGE: Check the appropriateness, condition and location.		Y	Y	Y	
12	INTERNAL LIGHTING: a) Check the condition & operation of the Lighting & clean if required; and b) If the light switch is illuminated check the operation.		Y	Y	Y	
13	EMERGENCY LIGHTING SYSTEM - applicable for: Large Rooms with a floor area greater than 100sm that do not open to a space that has emergency exit lighting OR very large Rooms with a floor area greater than 300sqm. - Check the condition and operation of the Emergency Lighting within the Room and clean if required. NOTE: The inclusion of emergency lighting in ALL Chambers is a best practice feature and may not have been installed. Refer Special Comments.		Y	Y	Y	
14	EXTERNAL INDICATOR LAMP FOR "OCCUPIED" ROOM: Check the Lamp is illuminated when the internal lights are on.		Y	Y	Y	
15	DURESS BUTTON - ALARM SYSTEM: - Check the condition and operation of the Alarm. If applicable as this is a best practice feature & not obligatory: - Check the Alarm connection to the security / auto-dialler service. Refer Special Comments.		Y	Y	Y	
16	DURESS BUTTON - ALARM SYSTEM: From 3m. away check the sound pressure level measurement of the Alarm is a minimum of 90dB(A) and record it in the log book.			Y	Y	
17	EXTERNAL FLASHING BEACON: If applicable, this is a best practice feature & not obligatory: Check the condition& operation of the flashing beacon (or other) mounted outside the Room.		Y	Y	Y	
18	EMERGENCY EXIT LIGHT: Only for Rooms with more than ONE exit door: Check the condition and operation of the Emergency Exit Light indicating which door(s) are to be used in an emergency.		Y	Y	Y	
19	EVAPORATOR / AIR HANDLING UNIT: Check the condition and operation, including: a) Fans, pulleys & belts, especially for alignment, tension & wear; b) Evaporator coils, especially for cleanliness and obstructions;		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.



Government of South Australia  
Department of Planning,  
Transport and Infrastructure

Download Date: 22/12/2020

Coolroom / Freezer Room

Last Issue Date: 29/10/2019		Type Of Service				
Activity		A	B	C	D	E
	c) Check for any ice on the evaporator fins or pipes. If there is a build-up defrost check the defrosting system for any defects; d) Condensate trays and drains, including heaters if fitted; and e) Check for any water on the floor. This may signify that an evaporator drainpipe is blocked. f) Clean the coils as required. (Ensure any cleaning agent used is suitable for the application).					
20	CONDENSER: Check the condition and operation, including: a) Coils & fins for condition, cleanliness & obstructions & clean as required; b) Fan and controls; and c) Check the fixings are secure.			Y	Y	
21	CONDENSER: a) Check the fans, pulleys and belts. b) Check and clean the strainer.				Y	
22	WATER-COOLED CONDENSER: a) Check and replace the sacrificial anodes if necessary.				Y	
23	REFRIGERANT SYSTEM: Check the condition and operation, including: a) Check & record the refrigerant operating pressures & temperatures; b) Check for refrigerant leaks in the components and connections; c) Check the crankcase heaters; and d) Check the pipework system especially for secure fixings.			Y	Y	
24	ELECTRICAL: Check the condition & operation of all electrical components incl.: a) All safety devices; b) All indicator lights; c) All relays and contactors; d) All overloads and circuit breakers; e) All connections for security, tightness, contact and corrosion; f) Check the compressor & fan motors: and g) Record the motor's current draw at full operating load & compare with the rated output.				Y	
25	Record all the results in the log book.		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.



Government of South Australia  
Department of Planning,  
Transport and Infrastructure

Download Date: 22/12/2020

## Special Comments and Technical Data

---

B SERVICE MONTHLY / C SERVICE 6 MONTHLY / D SERVICE ANNUALLY

COOLROOMS & FREEZER ROOMS ARE HIGH RISK PLANT IN TERMS OF SAFETY AND MAY ALSO BE HIGH RISK IN TERMS OF PERFORMANCE REQUIREMENTS/CONTROLS E.G. TEMPERATURE, PRESSURE, RELATIVE HUMIDITY, PH LEVEL, ELECTRICAL MEASUREMENT, FLOW ETC.

IMMEDIATELY UNDERTAKE THE APPROPRIATE ACTION & ADVISE THE SITE REP. & FACILITY MANAGER OF ANY ISSUES. PRIOR TO TESTING THE DURESS ALARM NOTIFY THE SITE REPRESENTATIVE / APPLICABLE STAFF.

THE SERVICE ACTIVITIES & FREQUENCIES ARE GENERIC & MAY NEED TO BE MODIFIED TO SUIT THE SITE CONDITIONS, THE APPLICATION &/OR PERFORMANCE REQUIREMENTS AND THE MANUFACTURER'S RECOMMENDATIONS FOR THE COOL/FREEZER ROOM. THIS NOTE IS PARTICULARLY RELEVANT TO ACTIVITIES 1 - 3 FOR THE MONITORING AND CONTROL OF THE TEMPERATURE VERSUS THE SET POINT & ANY VARIANCE MAY BE CRITICAL.

APPLICABLE LEGISLATION & STANDARDS: SA WH&S ACT & MINISTER'S SPEC. SA 76 (2015) & FOR FOOD STORAGE ALSO: SA FOOD ACT & FOOD SAFETY STDS. 3.1.1, 3.2.2, 3.2.3, ASISO 22000.

ENSURE THE BREAKDOWN TECHNICIAN'S CONTACT DETAILS ARE WITH THE LOG BOOK & OUTSIDE THE ROOM.

FOR CONSTANT TEMPERATURE ROOM TDS REFER ME88.

FOR SHIPPING CONTAINER FREEZER TDS REFER ME89B.

FOR: CONTROLLED ENV. RM: GROWTH - MECHANICAL - REFER ME189.

FOR: CONTROLLED ENV. RM: GROWTH - ELECTRICAL - REFER ME189C.

FOR: CONTROLLED ENV. ROOM: CHILLED GLYCOL - REFER ME189A.

FOR: CONT'D ENV. RM: REF. RACK COOL/FREEZER - REFER ME189B.

FOR THE EMERGENCY LIGHTING TDSs REFER TO THE F17 / F18 SUITES.

FOR THE DURESS ALARM TDS REFER TO ET30.

FOR SECONDARY (DISCRETIONARY) TDS'S REFER TO:

- ME89E: SANITISATION / ME89F: CLEANING OF FAN UNITS.

**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.*



**Government of South Australia**  
Department of Planning,  
Transport and Infrastructure

**Download Date:** 22/12/2020

4 of 5

# Conditions of Use

A TDS should be used as a generic guide for Facilities Management Service Providers (FMSP) to deliver Facilities Maintenance Services, specifically Preventative Maintenance in accordance with the DPTI [Agency Work Procedure Manual](#).

Users of a TDS should familiarise themselves with the following **Conditions of Use**:

1. You use the information and data contained in any TDS published by DPTI at your sole risk. DPTI-AGFMA does not have the expertise to provide complete or accurate technical data schedules and provides these technical data sheets merely as a starting point and/or guide.
2. If you rely on the information in a TDS you are responsible for ensuring, by independent verification, its accuracy, currency and completeness. DPTI cannot guarantee that the information contained in a TDS meets the standards or requirements of legislative requirements.
3. A TDS is not an exhaustive list of tasks or obligations that may be required and is generally generic in nature. DPTI does not oblige the user of a TDS to rely on it to the exclusion of other sources of information. For example, manufacturer's requirements may need to be followed for additional and / or alternative tasks and for additional and / or alternative servicing frequencies. You should always check the primary source of information such as the Australian Standards, manufacturer's specifications, legislation and other standards before undertaking any work to which a schedule may apply.
4. You must apply appropriate risk management principles and carry out all tasks in accordance with obligations under the [Work Health and Safety Act 2012](#).
5. You must not use a TDS unless you meet the specific competency requirements for preventative maintenance servicing works and are capable of applying the TDS to your trade or area of expertise. A TDS is only to be used by people who are specifically instructed by DPTI to use them and only for work undertaken in South Australia.
6. DPTI, its agents, instrumentalities, officers and employees make no representations, express or implied, as to the accuracy of the information, the data contained in a TDS or the suitability of a TDS for a particular purpose.
7. DPTI does not provide legal advice. DPTI accepts no liability, howsoever arising, for any loss resulting from the use of a TDS and any information or data or reliance placed on them.
8. DPTI may change information and data in a TDS without notice.
9. DPTI may revise this disclaimer at any time by updating these Conditions of Use.