

Coolroom / Freezer Room (B service)

Activity		Type Of Service				
		A	B	C	D	E
Last Issue Date: 29/10/2019						
1	TEMPERATURE: Check the Room's temperature versus set point & record.		Y			
2	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			
3	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			
4	If fitted, check the condition of the internal plastic curtain/s.		Y			
5	DOORFRAME HEATER: If applicable, check the condition and operation. Note: The heating coils or strips may extend across the door threshold.		Y			
6	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			
7	FROST HEAVE PREVENTION SYSTEM, if installed: a) Check the sub-floor heater coils are operational; and b) Check the alarm/s are operational.		Y			
8	Check the condition of the safety signage.		Y			
9	INTERNAL LIGHTING: Check the condition & operation of the Lighting & clean if required.		Y			
10	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			

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Government of South Australia  
Department of Planning,  
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11	EXTERNAL INDICATOR LAMP FOR "OCCUPIED" ROOM: Check the Lamp is illuminated when the internal lights are on.		Y			
12	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			
13	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			
14	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			
15	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; 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).		Y			
16	Record all the results in the log book.		Y			

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## Special Comments and Technical Data

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### B SERVICE MONTHLY

REFER TO ME89D FOR THE C & D SERVICES

THIS SERVICE SPLIT TO BE DONE ONLY FOR APPROVED SITES.

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.

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