

Annexure II
Maintenance of AC store room

Company Logo Here

XX PHARMACEUTICALS LIMITED

117 Adams Street, Brooklyn, NY 11201, USA

Engineering Department
Maintenance of AC store room

Date:

Sl. No.	Description	Type of maintenance	Status	Remarks
1.	Check the current consumption of Compressor.	☐ Monthly maintenance ☐ Half yearly maintenance	☐ Satisfactory ☐ Unsatisfactory	
2.	Clean the filter.	☐ Monthly maintenance ☐ Half yearly maintenance	☐ Satisfactory ☐ Unsatisfactory	
3.	Clean the evaporator coil by blower.	☐ Monthly maintenance ☐ Half yearly maintenance	☐ Satisfactory ☐ Unsatisfactory	
4.	Clean the outdoor unit.	☐ Monthly maintenance ☐ Half yearly maintenance	☐ Satisfactory ☐ Unsatisfactory	
5.	Check and clean the blower.	☐ Monthly maintenance ☐ Half yearly maintenance	☐ Satisfactory ☐ Unsatisfactory	
6.	Check the refrigerant pressure. The pressure should be 50 – 60 psi. If the gas pressure is lower, recharge with new refrigerant.	☐ Monthly maintenance ☐ Half yearly maintenance	☐ Satisfactory ☐ Unsatisfactory	
7.	Check for any icing over the evaporator coil.	☐ Monthly maintenance ☐ Half yearly maintenance	☐ Satisfactory ☐ Unsatisfactory	
8.	Overhauling of the whole machine.	☐ Monthly maintenance ☐ Half yearly maintenance	☐ Satisfactory ☐ Unsatisfactory	
Special remarks (Specify if there is any major parts need to be replaced):				
Done by:		Checked by:		

N.B: In case of any reading e.g. current consumption or pressure, write the reading in the respective remarks section.