KEPT COLD

# COLD ROOM MAINTENANCE REPORT

**JOB NO. PM0000002/001**

Example Restaurant, 1 Example Street, London

**SAMPLE REPORT · EXAMPLE DETAILS ONLY · NOT A REAL JOB OR CUSTOMER**

## JOB DETAILS

| | |
|---|---|
| JOB NO. | PM0000002/001 |
| JOB TYPE | PPM, Refrigeration, cold rooms |
| VISIT DATE | 12/11/2026 |
| ENGINEER | Engineer: Example |
| TIME ON SITE | 07:30 to 10:45 |

## SITE DETAILS

| | |
|---|---|
| CLIENT | Example Restaurant |
| SITE | Example Restaurant, 1 Example Street, London |
| POSTCODE | E1 1AA |
| ROOMS LISTED | 2 |
| PHOTOS ATTACHED | 8 |

1 Good  1 Repairs Required

## EQUIPMENT SUMMARY

| # | EQUIPMENT | LOCATION | REFRIGERANT | SET POINT | ACTUAL | LEAK CHECK | CONDITION |
|---|---|---|---|---|---|---|---|
| 1 | Walk in chiller | Back of house | R449A | 3.0°C | 3.4°C | Satisfactory | Good |
| 2 | Walk in freezer | Back of house | R449A | minus 20.0°C | minus 18.6°C | Satisfactory | Repairs Required |

## UNIT 1 | WALK IN CHILLER | ASSET ID: EXA101

Good

| | | | |
|---|---|---|---|
| MAKE<br>Example make | MODEL<br>Example condensing unit | SERIAL NUMBER<br>EX200101 | ASSET ID<br>EXA101 |
| LOCATION<br>Back of house | REFRIGERANT<br>R449A, 3.2 kg | LEAK CHECK<br>Satisfactory | CHECKS COMPLETED<br>16 of 16 |

| | | | |
|---|---|---|---|
| Door seals inspected and cleaned | YES | Condenser fan motor checked | YES |
| Strip curtains checked | YES | Defrost cycle observed | YES |
| Door closer and hinges checked | YES | Refrigerant leak check (F-Gas) | YES |
| Evaporator coil cleaned | YES | Operating pressures recorded | YES |
| Condenser coil cleaned | YES | Controller set point checked | YES |
| Drain line cleared and flushed | YES | High temperature alarm tested | YES |
| Drain line heater checked | YES | Room lighting checked | YES |
| Evaporator fan motors checked | YES | Electrical connections secure | YES |

| SUCTION | DISCHARGE | SET POINT | DISPLAY | PROBE IN ROOM AIR | DEFROSTS PER DAY |
|---|---|---|---|---|---|
| 2.9 bar g | 16.8 bar g | 3.0°C | 3.2°C | 3.4°C | 4 |

ENGINEER NOTES

*Coil had light dust on the face, cleaned. Drain clear, heater cable warm. Room pulled down well after door test. Leak check done with electronic detector, no leak found, record updated. See photos 1 to 4.*

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## UNIT 1 | WALK IN CHILLER | PHOTOS (4)

Attached by engineer on site



**Photo 1** Evaporator coil after clean
12/11/2026 08:02 · Engineer: Example




**Photo 2** Controller reading 3.2°C after door test
12/11/2026 08:31 · Engineer: Example



**Photo 3** Drain line flushed, heater cable checked
12/11/2026 08:18 · Engineer: Example



**Photo 4** Condensing units on roof, condenser coils cleaned
12/11/2026 08:47 · Engineer: Example

## UNIT 2 | WALK IN FREEZER | ASSET ID: EXA102

Repairs Required

| MAKE | MODEL | SERIAL NUMBER | ASSET ID |
|---|---|---|---|
| Example make | Example condensing unit | EX200102 | EXA102 |
| **LOCATION** | **REFRIGERANT** | **LEAK CHECK** | **CHECKS COMPLETED** |
| Back of house | R449A, 4.1 kg | Satisfactory | 16 of 16 |

| | | | |
|---|---|---|---|
| Door seals inspected and cleaned | YES | Condenser fan motor checked | YES |
| Strip curtains checked | YES | Defrost cycle observed | YES |
| Door frame heater checked | YES | Refrigerant leak check (F-Gas) | YES |
| Evaporator coil cleaned | YES | Operating pressures recorded | YES |
| Condenser coil cleaned | YES | Controller set point checked | YES |
| Drain line cleared and flushed | YES | High temperature alarm tested | YES |
| Drain line heater checked | YES | Room lighting checked | YES |
| Evaporator fan motors checked | YES | Electrical connections secure | YES |

| SUCTION | DISCHARGE | SET POINT | DISPLAY | PROBE IN ROOM AIR | DEFROSTS PER DAY |
|---|---|---|---|---|---|
| 0.6 bar g | 15.9 bar g | minus 20.0°C | minus 19.1°C | minus 18.6°C | 4 |

**ENGINEER NOTES**

*Door gasket split on hinge side, ice on frame at that point. Frame heater working. Ice build on rear of coil, defrost ending early, termination probe reading high. Coil defrosted and cleaned. Leak check done, no leak found, record updated. See photos 5 to 8.*

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## UNIT 2 | WALK IN FREEZER | PHOTOS (4)

Attached by engineer on site

DEFECT



**Photo 5** Freezer door gasket split, hinge side

12/11/2026 09:12 · Engineer: Example

DEFECT



**Photo 6** Ice build up on rear of evaporator coil, before defrost

12/11/2026 09:20 · Engineer: Example




**Photo 7** Controller reading minus 19.1°C after defrost

12/11/2026 10:05 · Engineer: Example



**Photo 8** Gauges on for pressures and leak check

12/11/2026 09:41 · Engineer: Example

## REPAIRS AND RECOMMENDATIONS (1 UNIT)

| # | UNIT | FINDING | RECOMMENDATION | PHOTO |
|---|---|---|---|---|
| 2 | Walk in freezer | Door gasket split on hinge side | Replace door gasket. Quote to follow before any work. | 5 |
| 2 | Walk in freezer | Defrost termination probe reading high, coil icing | Replace probe and recheck defrost. Quote to follow. | 6 |

## SITE NOTES

Freezer stocked tight to the coil on the rear shelf, which blocks airflow. Please keep a hand's width clear in front of the coil. No extra work was carried out without approval.

## SIGN OFF

CUSTOMER

*A. Example*

Site contact: Example

ENGINEER

*Example*

Engineer: Example · 12/11/2026, off site 10:45

SAMPLE REPORT