

# Self-inspection checklist



## Inspection and maintenance of refrigeration systems

Please note: This is a Vero Insurance sample template only.

Company/Division:	
Performed by:	
Location	
Date:	

Any 'No' response should be explained. Note specific problem, location and improvement action to be taken.

<b>Risk:</b> Failure to inspect and maintain refrigeration equipment resulting in significant downtime and likely consequential loss (e.g. perishable foods).						
		Yes	No	N/A	Comments	Completed (date)
<b>Inspection and maintenance</b>						
	A formal Maintenance Service Agreement in place for the maintenance and servicing of our refrigeration plant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Name of maintenance services contractor:</b>	
	Copies of all maintenance services reports are reviewed and kept on file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Hour meters are fitted to each refrigeration compressor system to record actual operating hours so that appropriate servicing and maintenance can be performed to the manufacturers specification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Refrigeration plant checks</b>						
	Regular plantroom housekeeping inspection checks are performed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	The refrigeration plantroom(s) is not used for general storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	External condensers are checked daily for blockage by plastic, paper or other rubbish and cleaned as required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Cool room/freezer evaporators are kept clean and defrosted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Temperature controls</b>						
	Temperature monitors are provided in our cool room(s)/freezer(s) and we formally check and record temperatures daily	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Temperature alarms that report to a remote monitoring company during and after hours are provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Keep the cool in</b>						
	Door seals are maintained, doors remain closed as much as possible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Refrigerated display units are covered after hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

The information contained in this Checklist is general in nature only and does not take into account your specific risks and hazards, nor does it imply insurance coverage. No representation or warranty, express or implied, is made as to the completeness of this Checklist and you should consider whether it adequately covers all of your hazards and risks. AAI Limited ABN 48 005 297 807, trading as Vero Insurance ("Vero") does not accept any legal responsibility or liability for negligence or otherwise to you or anyone else who seeks to rely on this Checklist. This includes, without limitation, loss arising from a possible failure of the Checklist to incorporate any applicable Australian Standards or identify any regulatory or statutory requirements or other risks or hazards beyond those mentioned in the Checklist.