

General Freezer Maintenance Document

Action	Monthly	6 mos	Yearly
Verify that ambient temperature is < 90°F.	✓		
Check and clean probe cover gaskets, hinges, and lid(s) of ice and snow. More frequent cleaning may be required, depending on use and environmental conditions.	✓		
Check air filter. Clean or replace as needed.			✓ 4X
Vacuum condenser coils as needed. (Use caution - SHARP)		✓	
Clean unit with mild detergent, use baking soda and water to treat odors.	✓		
Verify the unit alarms are active and limits are properly set for the content.		✓	
Check alarm back-up battery, replace* as necessary.	✓		
Check chart recorder backup battery (9V), replace* as necessary.	✓		
Inspect gaskets for tears and replace if compromised. Clean with mild detergent, check seal with dollar/paper test**.		✓	

Vacuum condenser condensate pan. Use CAUTION as most pans have a heater for evaporation - may be HOT.		✓	
Defrost freezer at 3/8" frost thickness. (Must be turned off for 24 hours before restarting)			✓ (as required)

\*Dispose of batteries properly at the battery section of the CHS B Dock waste bench.

\*\*Dollar/paper test: Close freezer door on dollar bill or piece of paper. If the door seals properly, you should have difficulty removing the dollar or paper. If it is easy to remove paper, the gasket may need to be replaced.

- To minimize ice build-up inside of freezer:
  - Locate the freezer away from drafts and heating/cooling units.
  - Keep the number of door openings to a minimum.
  - Minimize the length of time the door is open.
  - Make sure the door latches securely after opening.
- Install a monitor or alarm to maintain appropriate temperature.