

## FULL-SERVICE MAINTENANCE AGREEMENT

Protect Your System With Confidence

## Why Preventative Maintenance Matters



- Prevent costly downtime and equipment failure
- Extend the life of critical refrigeration assets
- Comply with ammonia system regulations (OSHA, EPA)
- Ensure safety and reliability of high-risk systems
- Provide documented inspections for audit-readiness

### Common Risks Without a Plan



- Ammonia or refrigerant leaks go undetected
- Emergency repairs and production losses
- Major equipment failures (compressors, vessels, coils)
- Non-compliance with OSHA, EPA, or insurance requirements
- Shortened equipment lifespan and inefficiency

### What Our Service Plan Includes (part 1)

- **Scheduled inspections** daily, weekly, and monthly, performed by trained industrial technicians
- Custom checklists designed for your exact system configuration
- Detailed service logs with readings, technician notes, findings, and sign-offs

### What Our Service Plan Includes (part 2)

- **Thorough inspections** of compressors, vessels, evaporators, condensers, RTUs, and sensors
- Proactive maintenance to reduce emergency repairs and extend equipment life
- On-site binder system for organized documentation, transparency, and compliance

## The SIR On-Site Binder System



- Each customer receives a custom binder tailored to their equipment
- Binder stays on-site for technician use and customer visibility
- Technicians log dates, readings, and notes at every visit
- Includes monthly, bi-annual, and annual checklists for key components
- Delivers organized documentation for audits, inspections, and compliance
- Acts as a historical service record to spot trends and catch issues early

## Service Checklist Examples

The following pages show real examples of maintenance schedules designed to support your system. Each checklist can be fully customized to match your equipment and operational needs, ensuring that every critical component receives thorough, documented attention on a monthly, biannual, and annual basis.

#### Superior Industrial Refrigeration - Work Performed January thru December

#### YOURCOMPANYNAMEHERE

	Component / Task		Jan	Date Initial	Feb	Date Initial	Mar	Date Initial	Apr	Date Initial	May	Date Initial	Jun	Date Initial	Jul	Date Initial	Aug	Date Initial	Sep	Date Initial	Oct	Date Initial	Nov	Date Initial	Dec	Date Initial
	Change oil filters	1/y ear	х			and an artist of		- CONTROL CONTROL -		The second secon		2 2000000000000000000000000000000000000		100 P300 CAMPSO				1,000,000		001000000000000000000000000000000000000		0.0000000000000000000000000000000000000				33700000
	Check torque on coupling bolts where applicable	1/y ear	х																							
	Clean oil return strainer	1/y ear	х																						П	
	Inspect coupling for unusual wear	1/y ear	х																							
	Verify alignment of drive coupling is within manufacturer specs	1/y ear	х																							
tion	Verify compressor end play is within manufacturer specs	1/y ear	х																							
Compressor Inspection	Check calibration of pressure & temperature sensors	2/y ear	х										х													
=	Check safety to include SP, DP, OP, DT & OT	2/y ear	х										х													
SS	Perform oil analysis	2/y ear	х										х													
bre	Perform vibration analysis	2/y ear	х										х													
S	Check for any abnormal compressor / motor noise	12/y ear	Х		х		Х		х		х		х		х		х		х		х		х		Х	
	Check oil level	12/y ear	х		х		х		х		х		х		Х		Х		х		х		х		х	
	Check pressure drop across oil filter	12/y ear	х		х		х		х		х		х		х		х		х		х		х		х	
	Check shaft seal drain tube & drain collection bottle	12/y ear	Х		х		х		х		х		х		х		х		х		х		х		х	
	Log pressure & temp. reading on Log Sheet	12/y ear	х		х		х		х		х		х		х		Х		х		Х		х		х	
	Visually check for oil & ammonia leaks	12/y ear	Х		Х		х		х		х		Х		х		Х		Х		Х		Х		х	
	Check operation of liquid level switches	1/y ear							х																	
8	Check operation of liquid level control valves	2/y ear					H		X										x							
Vessels	Check refrigerant levels	2/y ear							X										X							
	Are fan guards secure?	2/y ear									х										х					
	Inspect fan motor(s) for proper operation	2/y ear									X		$\vdash$								х				H	
ç	Is coil clean?	2/y ear									Х		H								х				H	
ţ	Is drain heat	2/y ear									X		H								х		$\vdash$		$\Box$	
Evaporators	Is drain pan clean &dry?	2/y ear									x		$\mid \mid \mid$								х				$\Box$	
E	Perform detailed external inspection: units & valves	2/y ear									х										х					
	What is condition?	2/y ear									х										х				П	
	Visually check for ice, fan operation & noise	12/y ear	х		х		х		х		Х		х		Х		х		х		х		х		х	

Superior Industrial Refrigeration - Work Performed January thru December

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		Jan	Date	Feb	Date	Mar I	Date Initial	Apr	Date	May	Date	Jun	Date	Jul	Date	Aug	Date	Sep	Date	Oct	Date	Nov	Date	Dec	Date
	Component / Task		Initial		Initial				Initial		Initial		Initial		Initial	9	Initial	٦٠٦	Initial	-	Initial		Initial		Initial
	Change air filters	4/year X						х		Ш				х						х				$\sqcup$	
	Belts condition / replace if needed	12/year X		х		х		х		х		х		х		х		х		x		х		х	
	Check air filters	12/year X		х		х		х		х		х		х		х		х		X		х		х	
	Check blower / motor sheaves	12/year X		х		х		х		х		х		х		х		х		х		х		х	
	Check condenser coils	12/year X		х		х		х		х		х		х		х		х		х		х		х	
	Check crankcase heaters AMPS	12/year X		х		х		х		х		х		х		х		х		х		х		х	
	Check evaporator drain pan	12/year x		х		х		х		х		х		х		х		х		х		х		х	
ts	Check evaporator motor amperage	12/year X		х		х		х		х		х		х		х		х		х		х		х	
Units	Check fan motor starter contacts	12/year X		х		х		х		х		х		х		х		х		х		х		х	
8	Check fans and motors	12/year X		х		х		х		х		х		х		х		х		х		х		х	
Rooftop	Compressor amperage	12/year X		х		х		х		х		х		х		х		х		х		х		х	
쮼	Condition of liquid ??	12/year x		х		х		х		х		х		х		х		х		х		х		х	
	Oil level compressor	12/year x		х		х		х		х		х		х		х		х		х		х		х	
	Panels in place	12/year x		х		х		х		х		х		х		х		х		х		х		х	
	Record suction/discharge pressures	12/year X		х		х		х		х		х		х		х		х		х		х		х	
	Refrigerant / oil leaks	12/year X		х		х		х		х		х		х		х		х		х		х		х	
	Subcooling	12/year X		х		х		х		х		х		х		х		х		х		х		х	
	Suction super heat	12/year X		х		х		х		х		х		х		х		х		х		х		х	
	Unusual noise or vibration	12/year x		х		х		х		х		х		х		х		х		х		х		х	
	Clean & flush the sump as required	2/year	1	П				х										П		x					1
<u>•</u>	Lubricate fans bearings as required					-		x		$\vdash$		$\vdash$				H		$\vdash$		x		$\vdash$		$\vdash$	
ens.	Check & replace drive belts as required	2/year x		х		х		x		х		х		х		х		х		x		х		x	
Condensers			-	$\frac{1}{x}$	-	Ŷ		x		x		x		r x		x		x		L^		H		Î	
	Check spray nozzles for proper water distribution		-	$\vdash$	-	-		_		_		_				$\vdash_{v}$		_		⊢Ĥ		H			
Evaporative	Inspect fans, shafts, motors, pumps & elimina		-	X	-	X		X		X		X		X		<u> </u>		X		⊢⊹⊢		$\vdash$			
vat	Perform detailed external inspection	12/year X	-	X		X		X		X		X		X		X		X		X		H		<del>\</del>	
ap	Verify screens are free of debris	12/year X	-	X	-	X		X		X		X		X		X		х		X		X		X	
M M	Verify the water treatment is being performed	12/year X		X	-	X		X		X		X		X		X		X		X		X		X	
	Verify there is no unusual vibration	12/year X		х		Х		х		х		х		Х		Х		Х		х		х		х	

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	Component / Task		Jan	Date Initial	Feb	Date Initial	Mar	Date Initial	Apr	Date Initial	May	Date Initial	Jun	Date Initial	Jul	Date Initial	Aug	Date Initial	Sep	Date Initial	Oct	Date Initial	Nov	Date Initial	Dec	Date Initial
	Evaporators																									
	Clean evaporators 2	2/y ear					х														x					
	Clean condenser coils	2/y ear					х														x					
	Check blower	12/y ear	х		х		х		х		х		x		х		х		х		x		х		х	
	Check drain pan and drain piping	12/y ear	х		х		х		х		х		x		x		х		х		х		х		х	
	Check evaporator motor amperage	12/y ear	x		х		х		х		х		х		х		х		х		х		х		х	
	Check motor / fan starter contacts	12/y ear	x		х		х		х		х		х		х		х		х		х		х		х	
S	Refrigerant / oil leaks	12/y ear	х		х		х		х		x		х		х		х		х		х		х		х	
Systems	Unusual noise or vibration	12/y ear	x		х		х		х		x		х		х		х		х		x		х		х	
Syst	Visual inspect frost pattern of headers	12/y ear	х		х		х		х		x		x		х		x		х		х		х		х	
Splits	Condensing Unit																									
	Check crankcase heater (AMPS)	12/y ear	х		х		х		х		х		x		х		х		х		х		х		х	
eration	Check condenser coils	12/y ear	х		х		х		х		х		х		х		х		Х		х		х		х	
rat	Check fans and motors	12/y ear	х		х		х		х		x		x		х		x		х		x		х		x	
<u>_</u>	Check motor / fan starter contacts	12/y ear	х		х		X		х		х		x		х		x		х		х		х		х	
Refrig	Compressor amperage 1	12/y ear	х		х		х		х		х		x		х		х		х		х		х		х	
	Condition of liquid line filter	12/y ear	x		х		X		х		х		х		х		х		х		х		х		х	
	Oil level compressor	12/y ear	х		х		х		х		х		x		х		х		х		х		х		х	
	Panels in place	12/y ear	X		х		X		х		x		x		x		х		х		х		х		х	
	Record suction discharge pressures	12/y ear	х		х		х		х		x		x		х		x		х		x		х		x	
	Refrigerant / oil leaks	12/y ear	х		х		х		х		х		х		х		х		х		х		х		х	
	Subcooling	12/y ear	х		х		х		х		х		х		х		х		х		х		х		х	
	Suction super heat 1	12/y ear	х		х		х		х		х		x		х		х		х		х		х		х	
	Unusual noise or vibration	12/y ear	х		х		х		х		х		x		х		х		х		x		х		х	

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(	Component / Task		Jan	Date Initial	Feb	Date Initial	Mar	Date Initial	Apr	Date Initial	May	Date Initial	Jun	Date Initial	Jul	Date Initial	Aug	Date Initial	Sep	Date Initial	Oct	Date Initial	Nov	Date Initial	Dec	Date Initial
sors	Test and calibrate refrigerant sensors	2/y ear					х												х							
Sens	Check evaporator drain pan	1/y ear											x													
	Visually inspect condition of all exposed piping and vessels	2/y ear							х												х					
	Visually inspect condition of all insulation for problems	2/y ear							х												х					
Snoe	Check for leaks in general	12/y ear	х		х		х		х		х		x		х		х		х		х		х		х	
llank	Perform detailed inspection of Auto- Purger	12/y ear	x		х		х		х		х		x		х		х		х		х		х		х	
SS	Perform minor repairs as required	12/y ear	x		х		х		х		х		х		х		х		х		Х		Х		х	
₹	Provide a report of inspection and de	12/y ear	X		х		Х		X		х		X		х		х		х		х		х		х	
		12/y ear	x		x		x		x		х		х		х		х		х		х		х		х	
	Visually inspect condition of all valves for leak potential	12/y ear	x		x		x		x		х		x		х		x		х		х		х		х	

## **Detailed Inspection Report Examples**

The following pages are real examples of the detailed inspection reports we complete during every visit. Each report is tailored to your specific equipment and documents operational conditions, test results, and any required service actions.

These forms become part of your ongoing compliance and service history.

COMPRI	ESSOR IN	SPECTION	
Technician:	Date:	Location:	
Unit Number or ( PSM tag # )	Compressor 1	Compressor 2	Compressor 3
Manufacturer			
Model Number			
Serial Number			
Comp. Duty HS/LS			
Type of Refrigerant			
Motor Manufacturer			
HP/Voltage/RPM			
Monthly Service*	SAT / UNSAT	SAT / UNSAT	SAT / UNSAT
Log pressure & temp. reading on Log Sheet	Sitt / Sitisfit	SALLY SILSAL	Griff Gridge
Check shaft seal drain tube & drain collection bottle			
Visually check for oil & ammonia leaks			
Check pressure drop across oil filter			
Check oil level			
Check for any abnormal compressor or motor noise			
· ·			
Bi-Annual Service*	SAT / UNSAT	SAT / UNSAT	SAT / UNSAT
Check safeties to include SP, DP, OP, DT & OT			
Perform vibration analysis			
Perform oil analysis			
Check calibration of pressure & temperature sensors			
	0.7/11/0.7	0.7 (11)	0.7.////
Annual Service*  Verify alignment of drive coupling is within manufactu	SAT / UNSAT	SAT / UNSAT	SAT / UNSAT
Verify compressor end play is within manufacturer sp			
Inspect coupling for unusual wear			
Check torque on coupling bolts where applicable			
Check torque on coupling botts where applicable  Clean oil return strainer			
Change oil filters			
onengo orentera	<u>I</u>		

Technician:	Date:	Location:		
2007 central translation (2000 central 2000)	A-XXXX-18-09-0500/ABDV	New Control of the Co		
Unit Number or ( PSM tag # )	Dock	Freezer	Cooler	Ice Cr
Manufacturer				
Model Number				
Serial Number				
Number of Fans				
HP/Voltage				
Defrost				
Refrigerant				
Coil Material				
Monthly Service*		SAT / UNSAT	SAT / UNSAT	SAT/U
Visually check for ice, fan operation & noise				
Bi-Annual Service*		SAT / UNSAT	SAT / UNSAT	SAT / U
Perform detailed external inspection: units & valves				
Inspect fan motor(s) for proper operation				
Is drain pan clean & dry				
What is condition				
Are fan guards				
Is drain heat				
Is coil clean?				

Inspection Remarks:		
	*All Deficiencies to be corrected or scheduled.	

EVAPORATO	R CONDENS	ER INSPECTIO	N
Technician:	Date:	Location:	
Unit Number or ( PSM tag # )	Condensor 1	Condensor 2	Condensor 3
Manufacturer			
Model Number			
Serial Number			
Number of Fans			
Motor Manufacturer			
HP/Voltage			
Water Pump Model Number			
Refrigerant			
Monthly Service*	SAT / UNSAT	SAT / UNSAT	SAT / UNSAT
Check & replace drive belts as required			
Perform detailed external inspection			
Check spray nozzles for proper water distribution			
Inspect fans, shafts, motors, pumps & eliminators			
Verify screens are free of debris			
Verify there is no unusual vibration			
Verify the water treatment is being performed			
Bi-Annual Service*	SAT / UNSAT	SAT / UNSAT	SAT / UNSAT
Clean & flush the sump as required			
Lubricate fan bearings as required			
Inspection Remarks:			
*All Defic	iencies to be correcte	d or scheduled.	

echnician:	Pate:	Location:		
UNIT NUMBER	RTU 1	RTU 2	RTU 3	RTU 4
1anufacturer				
1odel Number				
erial Number				
Comp. Manufacturer				
ype of Refrigerant				
IP/Voltage/RPM				
ONTHLY INSPECTION	SAT / UNSAT	SAT / UNSAT	SAT / UNSAT	SAT / UNSAT
Check evaporator drain pan				
Check crankcase heaters AMPS				
Check blower / motor sheaves				
Check air filters				
Dil level compressor				
Inusual noise or vibration				
lefrigerant / oil leaks				
lecord suction discharge pressures	3			
Check fan motor starter contacts				
Check condenser coils				
Check fans and motors				
anels in place				
Condition of liquid				
uction superheat				
Check evaporator motor amperage				
selts condition / replace if needed				
Compressor amperage				
ubcooling				
Quarterly Inspection	SAT / UNSAT	SAT / UNSAT	SAT / UNSAT	SAT / UNSAT
Change air filters				
nspection Remarks:		•		•

## Scheduled Task Reminder Examples

In addition to service checklists and inspection logs, our binder system includes custom reminders for current and upcoming tasks. These reminders help ensure your equipment stays on schedule for critical maintenance actions like sensor calibrations, oil analysis, and more.



## VIBRATION ANALYSIS DUE NEXT MONTH

Note: Pre-order Micro-log from SIR now: 208-361-8700 SIR-IDAHO 208-630-5211 SIR-UTAH



## OIL ANALYSIS DUE NEXT MONTH

Note: Pre-order Oil Kits Now as Required



## VIBRATION ANALYSIS DUE THIS MONTH

NOTE: Vibration analysis test results to be completed and returned to the customer in approximately 30 days.



## OIL ANALYSIS DUE THIS MONTH

Note: Oil analysis test results to be completed and returned to the customer in approximately 30 days.



# REMINDER: OIL ANALYSIS TEST RESULTS TO BE PLACED IN PRIOR INSPECTION LOG

Note: Order Test Gas and Any Required Materials or Tools Now.



REFRIGERANT
SENSOR
CALIBRATION DUE
NEXT MONTH



REMINDER:
REFRIGERANT SENSOR
CALIBRATION RESULTS
TO BE PLACED IN PRIOR
INSPECTION LOG

## **Compliance & Regulatory Benefits**

- Supports compliance with OSHA, EPA, and insurance requirements
- Aligns with PSM (Process Safety Management) and RMP (Risk Management Plan) programs
- Provides documented service history for inspections and audits
- Helps reduce liability related to ammonia systems and refrigeration equipment
- Ensures safety-related equipment is consistently tested and verified

## Custom Plans, Pricing, & Next Steps

• We offer fully customized plans tailored to your equipment

• Initial site walkthrough and consultation are completely free

• You'll receive a detailed service quote with no obligation

Ready to talk?

Call us at 208-361-8700 or

Email: eric@superiornh3.com or jeff@superiornh3.com

Visit: www.superiornh3.com