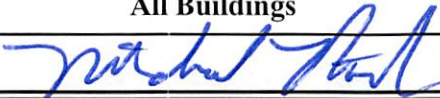


**UNIVERSITY OF TOLEDO
FACILITIES AND CONSTRUCTION**

Section:	HVAC	Procedure Number:	HVAC-01
Subject:	Annual Start Up of Chillers - All Buildings	Effective Date:	January, 1980
		Revised Date:	November 2016
Facilities Officer:		Reviewed Date:	February 2023

Standard Operating Procedure

All chillers will receive a pre-operational annual start-up test and inspection.

Purpose

To maintain full capacity and proper temperature control.

Procedure

Annual:

1. Start up machine. Machines affecting patient care areas are to be given first priority for service.
2. Inspect and check all operating and safety controls for proper operation.
3. Trim refrigerant charge.
4. Inspect and check all operating and safety controls for proper operation.
5. Check machine for proper operation.
6. Fill out log sheet.
7. Advise the Manager of Mechanical/General Maintenance as to the condition.