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| 冷凍設備保養紀錄表 | | | | | | | | | | | | | | |
| 單位系所： | | | | | | | | | 管理人： | | |  | | 頁數 / |
| 檢點年度： | | | | 檢點月份 / 檢點項目**註2** | | | | | | | | | | 備註 |
| 室別/位置 | 廠牌 / 型式**註1** | 型號 | 購置年月 | 3 | | 5 | 6 | 7 | | 8 | 9 | | 12 |
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| 註：  1.型式：冷藏 / 冷藏冷凍 / 冷凍 / 特殊冷凍 /其他(請自填)  2.檢點項目：A.檢查 B.濾網清潔 C.機體內外清潔 D.環境清潔E.故障維修 F.委外保養G. H. (如不足請自行增加)  3.設備檢查項目： | | | | | | | | | | | | | | |
| 濾網(有則清潔或更換)、機體內外和散熱器乾淨度、環境清潔 | | | | | | | | | | | | | | |
| 檢查人員： (簽章) | | | | | 單位主管： (簽章) | | | | | | | | | |