

IMMEDIATE STAFF ACTION



## 10-Step Walk-In Freezer Emergency Checklist

Execute these protocols immediately when cooling problems or temperature alarms trigger

**Value Proposition:** A printable checklist your kitchen staff can actively execute the exact moment cooling problems or sudden temperature drops begin—preventing massive product inventory loss and assisting technical diagnostics.

### 1. Document Baseline Internal Temperature & Alarm Codes

Read the exterior digital display immediately. Note the exact temperature reading and record any active numerical alarm fault codes to provide to the refrigeration technicians.

### 2. Enforce Complete Door Lockdown

Instruct all kitchen crew members to keep the walk-in doors strictly shut. Open doors allow immediate ambient heat transfer, destroying internal thermal inventory containment within minutes.

### 3. Check Power Indicators & Controller Display Status

Verify if the electronic controller has a live backlight display. If completely dead, check if adjacent light indicators or kitchen appliances are functional to rule out localized kitchen line brownouts.

### 4. Inspect Mains Circuit Breaker Panels

Locate your main kitchen electrical distribution panel. Identify the specific breakers tagged for the "Walk-In Compressor" and "Evaporator Fans" to check if they have tripped to the OFF position.

### 5. Verify Evaporator Fan Rotation & Operational Noise

Listen from outside the unit or peer through door viewports. Confirm if internal evaporator fans are spinning continuously or if they are emitting grinding noises, clicking sounds, or total structural silence.

### 6. Audit the Evaporator Coil for Excessive Icing

Visually check if ice build-up is completely blocking the aluminum cooling fins. Heavy frost blocks necessary airflow and indicates an active failure in the automated defrost heater cycle.

### 7. Examine the External Condensing Unit for Blockages

Walk out to the roof or external alley. Ensure no boxes, leaves, or kitchen debris are blocking the intake air pathways of the condenser coil fins, which forces compressor thermal overloads.

### 8. Confirm Door Latch Seating & Gasket Contact

Inspect along the vinyl frame lines for clear gaps or visible light leaks. Ensure structural latch handles are pulling the door flush against the strike assembly to stop massive moisture penetration.

**9. Stage Backup Dry Ice / Inventory Relocation Protocols**

If temperature breaches rise above 0°F (-18°C) for over 2 hours, immediately stage alternative storage lockers, mobile chest freezers, or arrange localized delivery of emergency dry ice blocks.

**10. Trigger Your Dedicated Coldroom+ Emergency Repair Call**

If steps 3, 4, and 7 fail to clear the failure vector, immediately contact your professional service line. Provide them with your verified checklist observations to secure expedited emergency diagnostic priority.

**Post This Checklist Directly on Your Walk-In Entry Door Panel.**

Empowering line staff to execute these steps protects high-value inventory assets from spoiling and cuts billable service hours during emergency dispatch visits.