

Free Emergency Cold Room Breakdown Checklist

Print and keep this checklist beside your refrigeration system so staff know exactly what to do during an emergency.

1. IMMEDIATE PROTOCOL STEPS

- Enforce Absolute Door Lockout**
Immediately stop staff from entering the cold room. Keeping the door entirely sealed traps residual thermal cooling, preserving asset safety for an additional 4 to 6 hours.
- Record Thermostat Reading & Error Code**
Locate the digital control panel. Write down the current ambient temperature reading and any blinking alphanumeric failure or alarm symbols (e.g., "HA", "E1", "LA").
- Verify Electrical Circuit Breakers**
Safely check your facility's main distribution electrical panel. Confirm whether the breakers matching the refrigeration compressor plant or evaporator fans have flipped to "OFF".
- Prepare High-Value Stock Transfer Paths**
Identify critical fresh items (proteins, raw materials, or specialized pharmaceuticals). Pre-chill or arrange alternative storage areas if a breakdown extension goes beyond 60 minutes.

2. IMMEDIATE FIELD OUTAGE LOG

Cold Room ID / Asset:	_____	Current Internal Temp:	_____ °C
Outage Identified At:	____ : ____ AM / PM	Inspected By (Name):	_____

3. 24/7 HVACR ENGINEERING ESCALATION

Emergency Plant Service Provider:
Cold Room Plus Ltd — HVACR Sector Maintenance Desk
SLA Priority Tier: Commercial Emergency Breakdown Dispatch Line

CALL DISPATCH CENTRALLY
+44 7445 699 925

Recommended Action: Print this document out, laminate it, and securely attach it directly adjacent to your system's main panel or digital controller.