



Generic Walk-In Freezer Checklist

Daily Tasks

- ☐ Check and log internal temperature using a calibrated thermometer.
- ☐ Inspect door seals and gaskets for cracks, gaps, or frost buildup.
- ☐ Wipe down door handles and high-touch surfaces with food-safe cleaner.
- ☐ Listen for unusual noises from compressor, fans, or evaporator.
- ☐ Ensure airflow is unobstructed by properly spacing stored items.

Weekly Tasks

- ☐ Clean door gaskets with warm water and mild detergent.
- ☐ Check door hinges, latches, and closers for proper alignment.
- ☐ Inspect drain lines and pans for clogs or ice buildup.
- ☐ Verify light fixtures and door alarms are functioning correctly.
- ☐ Organize inventory to prevent overloading and allow air circulation.

Monthly Tasks

- ☐ Clean condenser coils with a soft brush or vacuum (power off first).
- ☐ Inspect evaporator coils for frost or ice accumulation.
- ☐ Check fan motors and blades for wear, dust, or vibration.
- ☐ Calibrate thermostat and defrost timers for accuracy.
- ☐ Clean behind and underneath unit to remove debris and dust.

Quarterly Tasks

- ☐ Test defrost cycle for proper operation and timing.
- ☐ Review temperature logs for trends or anomalies.
- ☐ Conduct staff refresher training on freezer safety and loading practices.
- ☐ Inspect insulation panels and vapor barriers for damage or moisture intrusion.

Annual Tasks

- ☐ Schedule professional inspection and servicing of refrigeration system.
 - ☐ Replace worn components: gaskets, fan motors, thermostats, door closers.
 - ☐ Perform full safety and compliance audit (electrical, food safety, ventilation).
 - ☐ Inspect and certify fire suppression system (if installed nearby).
 - ☐ Evaluate energy efficiency and consider upgrades or retrofits
-

By following this checklist, you will ensure that your Walk-In Freezer operates safely and efficiently, reducing downtime and extending its lifespan. For any questions or further assistance, please contact ProphetPrep support.