

ENGINEERS NAME JAKE BURTON  
 CUSTOMER NAME MORRISONS  
 ADDRESS \_\_\_\_\_  
 TOWN COVENTRY 246 POST CODE \_\_\_\_\_  
 JOB NO' \_\_\_\_\_ ORDER NO' \_\_\_\_\_

DATE 24.10.13

9 ASHVILLE WAY  
 WHETSTONE  
 LEICESTER  
 LE8 6NU  
 TEL: (0116) 275 3636  
 FAX: (0116) 275 3939

REPORTED FAULT \_\_\_\_\_

MACHINE TYPE \_\_\_\_\_

Service  
+ Look at Washer

SERIAL NUMBER 19 21 244 + 65

REPORT	PARTS FITTED			
	QTY	PART NO'	DESCRIPTION	FROM
<u>SERVICE DEMO</u> <u>- NO SOLVENT ADDED</u> <u>NONE ON SITE</u>	<u>1</u>		<u>M/E STILL DTR</u> <u>CYLINDER</u>	<u>V/K</u>
<u>- REPLACE STILL DTR CYLINDER</u> <u>ON M/C 1</u>	<u>2</u>		<u>4mm<sup>2</sup> TO 1/8"</u> <u>SUNVEL AIR</u>	<u>V/K</u>
<u>- TIGHTEN FRIDGE COMPRESSOR</u> <u>FITTINGS (OILY)</u>				
<u>- REPLACE X2 AIR FITTINGS</u>				
<u>WASHING M/C WORKING ON</u> <u>ANNUAL 13 LOADS RAN</u> <u>WHILE AT STORE WITH</u> <u>NO PROBLEMS</u>				
<u>WASHER NOT WORKING</u> <u>IN DEPARTMENT</u>				

PARTS RETURNED			
QTY	PART NO'	DESCRIPTION	FROM

From : vk = van kit os = on site + advice note number st = stores

DAY / DATE		
TRAVEL START	<u>08</u>	<u>15</u>
SITE START	<u>09</u>	<u>15</u>
SITE FINISH	<u>13</u>	<u>30</u>
TRAVEL FINISH		
MEAL BREAK		
TOTAL SITE TIME		
EXPENSES		
MILEAGE		
NUMBER OF ENGINEERS		

FURTHER WORK REQUIRED  
IRON REQUIRES SWAPPING  
ON TABLE 2 (HANDLE SWAP)  
HOLE WILL REQUIRE DRILLING  
THROUGH HANDLE FOR  
COUNTER BALANCE  
(NO DRILL WITH ME)

JOB CHARGE CODE \_\_\_\_\_  
 WARRANTY / CHARGEABLE / CONTRACT / RECALL

ENGINEER SIGNATURE \_\_\_\_\_  
 Please complete below to indicate above work is completed and time is correct. By signing you agree to pay for all parts along with relevant call out fee and for time spent on site at the current rates. Warranty visits and warranty parts will be non chargeable.  
 CUSTOMER NAME (please print) \_\_\_\_\_  
 CUSTOMER SIGNATURE \_\_\_\_\_

OFFICE USE ONLY :



## Morrison's Drycleaning Machine Service Schedule

Issue 1

PLEASE USE ADDITIONAL INFORMATION NOTES

ONE SHEET PER MACHINE

(1) STILL	A	C	(14) SOAP INJECTOR/S	A	C
(a) Rake out still	A	<input checked="" type="checkbox"/>	a) Check: operation	A	<input checked="" type="checkbox"/>
(b) Clean sight glass	A	<input checked="" type="checkbox"/>	(15) SPRAY UNIT		
(c) Check: door and sight glass seals	A	<input checked="" type="checkbox"/>	a) Check: spray nozzle	A	<input checked="" type="checkbox"/>
(d) low water level probe connection	A	<input checked="" type="checkbox"/>	b) strainers	A	<input checked="" type="checkbox"/>
(e) and clean float	A	<input checked="" type="checkbox"/>	c) operation	A	<input checked="" type="checkbox"/>
(f) interlock & micro switch	A	<input checked="" type="checkbox"/>	(16) CARBON RECOVERY UNIT		
(g) element connections	A	<input checked="" type="checkbox"/>	a) Visual inspection (run 10 min to ensure hot)	A	<input checked="" type="checkbox"/>
(h) water level	A	<input checked="" type="checkbox"/>	(17) ELECTRICAL		
(i) boiler pressure	A	<input checked="" type="checkbox"/>	a) Clamp test all elements (drying & still)	A	<input checked="" type="checkbox"/>
(j) Service safety valve		<input checked="" type="checkbox"/>	b) Check: 3PH terminals		<input checked="" type="checkbox"/>
(2) SLUDGE PUMP-OUT			c) lamps	A	<input checked="" type="checkbox"/>
a) Check: outlet / drain	A	<input checked="" type="checkbox"/>	(18) PNEUMATICS		
b) valves	A	<input checked="" type="checkbox"/>	a) Check: Air regulator / lubricator oil level	A	<input checked="" type="checkbox"/>
c) sludge drum float	A	<input checked="" type="checkbox"/>	b) for air leaks and valve operation	A	<input checked="" type="checkbox"/>
d) for leaks	A	<input checked="" type="checkbox"/>	(19) FIXINGS		
e) pump	A	<input checked="" type="checkbox"/>	a) Holding down bolts		<input checked="" type="checkbox"/>
(3) SEPARATORS (Both)			(20) STRAINERS		
a) Drain	A	<input checked="" type="checkbox"/>	a) Water		<input checked="" type="checkbox"/>
b) Check water drain valve	A	<input checked="" type="checkbox"/>	(21) MISCELLANEOUS		
c) Clean separator & sigh glass	A	<input checked="" type="checkbox"/>	a) Check solvent level (See notes)	A	<input checked="" type="checkbox"/>
(4) CONDENSER			b) solvent monitors	A	<input checked="" type="checkbox"/>
a) Check: lid seal		<input checked="" type="checkbox"/>	c) water purifying unit	A	<input checked="" type="checkbox"/>
b) modulating valve (danfoss)	A	<input checked="" type="checkbox"/>	d) water pump	A	<input checked="" type="checkbox"/>
(5) ECO FILTER			(22) RUN MACHINE CHECK P2 or P3 WITH GARMENTS		
a) Remove filter		<input checked="" type="checkbox"/>	a) Filter pressure (1 bar)	A	<input checked="" type="checkbox"/>
b) Check: discs		<input checked="" type="checkbox"/>	b) Distillation	A	<input checked="" type="checkbox"/>
c) seals		<input checked="" type="checkbox"/>	c) Fridge gas level	A	<input checked="" type="checkbox"/>
d) belts		<input checked="" type="checkbox"/>	d) Fridge high pressure (20 bar)	A	<input checked="" type="checkbox"/>
(6) CARBON FILTER			e) Solvent leak inspection	A	<input checked="" type="checkbox"/>
a) Change cartridge		<input checked="" type="checkbox"/>	(22) AIR COMPRESSOR		
b) Check seals		<input checked="" type="checkbox"/>	a) Check oil level monthly change 12 monthly		<input checked="" type="checkbox"/>
(7) RECOVERY HEAD			b) Drain compressor & check air filter		<input checked="" type="checkbox"/>
a) Clean lint screen	A	<input checked="" type="checkbox"/>	c) Check all airlines & equipment for leaks		<input checked="" type="checkbox"/>
b) Remove lint from screen area	A	<input checked="" type="checkbox"/>	(24) DEPARTMENT EQUIPMENT		
c) Check: Interlock & micro switch	A	<input checked="" type="checkbox"/>	a) Check machine room ventilation is working	A	<input checked="" type="checkbox"/>
d) Lint screen door seal	A	<input checked="" type="checkbox"/>	b) Calibrate garment weighing scales		<input checked="" type="checkbox"/>
e) recovery to separator line		<input checked="" type="checkbox"/>	c) Change water filter (Phosphate) on water supply		<input checked="" type="checkbox"/>
f) modulating valve (danfoss)		<input checked="" type="checkbox"/>	d) Check garment storage rail	A	<input checked="" type="checkbox"/>
g) Remove fridge coil (12 monthly)		<input checked="" type="checkbox"/>	e) Check all pipework and valves	A	<input checked="" type="checkbox"/>
(8) SELF CLEANING LINT SCREEN			(25) BOILERS		
a) Clean bars (if fitted)	A	<input checked="" type="checkbox"/>	a) Check water inlets on all boilers	A	<input checked="" type="checkbox"/>
(9) SOLVENT CHILLER (if fitted)			b) Check blowdown on all boilers	A	<input checked="" type="checkbox"/>
a) Remove & clean		<input checked="" type="checkbox"/>	c) Carry out boiler inspection		<input checked="" type="checkbox"/>
b) Replace seal		<input checked="" type="checkbox"/>	(26) FINISHING EQUIPMENT		
(10) BUTTON TRAP			a) Check: operation of ironing tables	A	<input checked="" type="checkbox"/>
a) Check: Interlock & micro switch	A	<input checked="" type="checkbox"/>	b) operation of cabinet	A	<input checked="" type="checkbox"/>
b) seal	A	<input checked="" type="checkbox"/>	c) operation of spotting table	A	<input checked="" type="checkbox"/>
c) pipe from drum to button trap		<input checked="" type="checkbox"/>	d) operation of collar and cuff machine	A	<input checked="" type="checkbox"/>
(11) MAIN BELTS			e) operation of shirt finishing machine	A	<input checked="" type="checkbox"/>
a) Check: for wear		<input checked="" type="checkbox"/>	(27) DUVET EQUIPMENT		
b) adjustment		<input checked="" type="checkbox"/>	a) Tumble dryer, clean fluff from lint screen & housing	A	<input checked="" type="checkbox"/>
(12) BEARING HOUSING			c) Check operation of washing machine and dryer	A	<input checked="" type="checkbox"/>
a) Check: bolts		<input checked="" type="checkbox"/>	(28) SMALL WASHING KIT		
(13) LOADING DOOR			a) Tumble dryer, clean fluff from lint screen & housing	A	<input checked="" type="checkbox"/>
a) Check: Loading door seal	A	<input checked="" type="checkbox"/>	b) Washing m/c, clean strainer on pump drain	A	<input checked="" type="checkbox"/>
b) hinge adjustment	A	<input checked="" type="checkbox"/>	c) Check operation of washing machine and dryer	A	<input checked="" type="checkbox"/>
c) interlock & micro switch	A	<input checked="" type="checkbox"/>	(29) CHILLER		
d) loading door handle mechanism	A	<input checked="" type="checkbox"/>	a) Check operation and correct gas level	A	<input checked="" type="checkbox"/>
e) drum/spacing	A	<input checked="" type="checkbox"/>	b) Clean grills and coils	A	<input checked="" type="checkbox"/>

**STORE LOCATION** *LOUNDRY*      **STORE No**      **MACHINE SERIAL No.** *52018*  
**ENGINEERS NAME** *J. BIRTO*      **JOB SHEET No** *8598*      **DATE** *24/10/17*  
**CUSTOMERS SIGNATURE**  
**COPIES**      White: customer      Green: office      Yellow: office-2      Pink: Engineer retain



## Morrison's Drycleaning Machine Service Schedule

Issue 1

PLEASE USE ADDITIONAL INFORMATION NOTES

ONE SHEET PER MACHINE

(1) STILL	A	C	(14) SOAP INJECTOR/S	A	C
(a) Rake out still	A	<input checked="" type="checkbox"/>	C a) Check: operation	A	<input checked="" type="checkbox"/>
(b) Clean sight glass	A	<input checked="" type="checkbox"/>	C (15) SPRAY UNIT		
(c) Check: door and sight glass seals	A	<input checked="" type="checkbox"/>	C a) Check: spray nozzle	A	<input checked="" type="checkbox"/>
(d) low water level probe connection	A	<input checked="" type="checkbox"/>	C b) strainers	A	<input checked="" type="checkbox"/>
(e) and clean float	A	<input checked="" type="checkbox"/>	C c) operation	A	<input checked="" type="checkbox"/>
(f) interlock & micro switch	A	<input checked="" type="checkbox"/>	C (16) CARBON RECOVERY UNIT		
(g) element connections	A	<input checked="" type="checkbox"/>	C a) Visual inspection (run 10 min to ensure hot)	A	<input checked="" type="checkbox"/>
(h) water level	A	<input checked="" type="checkbox"/>	C (17) ELECTRICAL		
(i) boiler pressure	A	<input checked="" type="checkbox"/>	C a) Clamp test all elements (drying & still)	A	<input checked="" type="checkbox"/>
(j) Service safety valve			C b) Check: 3PH terminals		<input checked="" type="checkbox"/>
(2) SLUDGE PUMP-OUT			C c) lamps	A	<input checked="" type="checkbox"/>
a) Check: outlet / drain	A	<input checked="" type="checkbox"/>	C (18) PNEUMATICS		
b) valves	A	<input checked="" type="checkbox"/>	C a) Check: Air regulator / lubricator oil level	A	<input checked="" type="checkbox"/>
c) sludge drum float	A	<input checked="" type="checkbox"/>	C b) for air leaks and valve operation	A	<input checked="" type="checkbox"/>
d) for leaks	A	<input checked="" type="checkbox"/>	C (19) FIXINGS		
e) pump	A	<input checked="" type="checkbox"/>	C a) Holding down bolts		<input checked="" type="checkbox"/>
(3) SEPARATORS (Both)			C (20) STRAINERS		
a) Drain	A	<input checked="" type="checkbox"/>	C a) Water		<input checked="" type="checkbox"/>
b) Check water drain valve	A	<input checked="" type="checkbox"/>	C (21) MISCELLANEOUS		
c) Clean separator & sigh glass	A	<input checked="" type="checkbox"/>	C a) Check solvent level (See notes)	A	<input checked="" type="checkbox"/>
(4) CONDENSER			C b) solvent monitors	A	<input checked="" type="checkbox"/>
a) Check: lid seal			C c) water purifying unit	A	<input checked="" type="checkbox"/>
b) modulating valve (danfoss)	A	<input checked="" type="checkbox"/>	C d) water pump	A	<input checked="" type="checkbox"/>
(5) ECO FILTER			C (22) RUN MACHINE CHECK P2 or P3 WITH GARMENTS		
a) Remove filter			C a) Filter pressure (1 bar)	A	<input checked="" type="checkbox"/>
b) Check: discs			C b) Distillation	A	<input checked="" type="checkbox"/>
c) seals			C c) Fridge gas level	A	<input checked="" type="checkbox"/>
d) belts			C d) Fridge high pressure (20 bar)	A	<input checked="" type="checkbox"/>
(6) CARBON FILTER			C e) Solvent leak inspection	A	<input checked="" type="checkbox"/>
a) Change cartridge			C (22) AIR COMPRESSOR		
b) Check seals			C a) Check oil level monthly change 12 monthly		<input checked="" type="checkbox"/>
(7) RECOVERY HEAD			C b) Drain compressor & check air filter		<input checked="" type="checkbox"/>
a) Clean lint screen	A	<input checked="" type="checkbox"/>	C c) Check all airlines & equipment for leaks		<input checked="" type="checkbox"/>
b) Remove lint from screen area	A	<input checked="" type="checkbox"/>	C (24) DEPARTMENT EQUIPMENT		
c) Check: Interlock & micro switch	A	<input checked="" type="checkbox"/>	C a) Check machine room ventilation is working	A	<input checked="" type="checkbox"/>
d) Lint screen door seal	A	<input checked="" type="checkbox"/>	C b) Calibrate garment weighing scales		<input checked="" type="checkbox"/>
e) recovery to separator line			C c) Change water filter (Phosphate) on water supply		<input checked="" type="checkbox"/>
f) modulating valve (danfoss)			C d) Check garment storage rail	A	<input checked="" type="checkbox"/>
g) Remove fridge coil (12 monthly)			C e) Check all pipework and valves	A	<input checked="" type="checkbox"/>
(8) SELF CLEANING LINT SCREEN			C (25) BOILERS		
a) Clean bars (if fitted)	A	<input checked="" type="checkbox"/>	C a) Check water inlets on all boilers	A	<input checked="" type="checkbox"/>
(9) SOLVENT CHILLER (if fitted)			C b) Check blowdown on all boilers	A	<input checked="" type="checkbox"/>
a) Remove & clean			C c) Carry out boiler inspection		<input checked="" type="checkbox"/>
b) Replace seal			C (26) FINISHING EQUIPMENT		
(10) BUTTON TRAP			C a) Check: operation of ironing tables	A	<input checked="" type="checkbox"/>
a) Check: Interlock & micro switch	A	<input checked="" type="checkbox"/>	C b) operation of cabinet	A	<input checked="" type="checkbox"/>
b) seal	A	<input checked="" type="checkbox"/>	C c) operation of spotting table	A	<input checked="" type="checkbox"/>
c) pipe from drum to button trap			C d) operation of collar and cuff machine	A	<input checked="" type="checkbox"/>
(11) MAIN BELTS			C e) operation of shirt finishing machine	A	<input checked="" type="checkbox"/>
a) Check: for wear			C (27) DUVET EQUIPMENT		
b) adjustment			C a) Tumble dryer, clean fluff from lint screen & housing	A	<input checked="" type="checkbox"/>
(12) BEARING HOUSING			C c) Check operation of washing machine and dryer	A	<input checked="" type="checkbox"/>
a) Check: bolts			C (28) SMALL WASHING KIT		
(13) LOADING DOOR			C a) Tumble dryer, clean fluff from lint screen & housing	A	<input checked="" type="checkbox"/>
a) Check: Loading door seal	A	<input checked="" type="checkbox"/>	C b) Washing m/c, clean strainer on pump drain	A	<input checked="" type="checkbox"/>
b) hinge adjustment	A	<input checked="" type="checkbox"/>	C c) Check operation of washing machine and dryer	A	<input checked="" type="checkbox"/>
c) interlock & micro switch	A	<input checked="" type="checkbox"/>	C (29) CHILLER		
d) loading door handle mechanism	A	<input checked="" type="checkbox"/>	C a) Check operation and correct gas level	A	<input checked="" type="checkbox"/>
e) drum/spacing	A	<input checked="" type="checkbox"/>	C b) Clean grills and coils	A	<input checked="" type="checkbox"/>
STORE LOCATION <i>FOUNTAIN</i>	STORE No		MACHINE SERIAL No. <i>52018</i>		
ENGINEERS NAME <i>T BIRTEL</i>	JOB SHEET No <i>8578</i>		DATE <i>24/10/17</i>		
CUSTOMERS SIGNATURE					
COPIES White: customer Green: office Yellow: office-2 Pink: Engineer retain					

# Engineer's Worksheet



All invoices must be supported by a copy of the Morrisons Engineer's Worksheet.  
Please quote the Worksheet number on your invoice.

**MORRISONS**

Supplier name: <b>Alex Reid</b>	Plant number:	Department: <b>D/c</b>
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Invoice to: <b>Wm Morrison Supermarkets PLC          Hilmore House, Gain Lane,          Bradford BD3 7DL</b>	Worksheet number: Store number: <b>246</b> Date: <b>241013</b> Alpha sequ: <input type="checkbox"/>	Nature of visit (please tick) Call out: <input type="checkbox"/> Return visit: <input type="checkbox"/> Scheduled visit: <input type="checkbox"/> Order number: (if applicable)
---	--	--

Equipment:	Fault: <b>Service</b>

Model	Serial number	Description of work carried out
<b>S2018</b>	<b>192.FS.0064765</b>	<b>Service Done NO SOLVENT ADDED (NONE ON SITE) REPLACE DOOR CYLINDER TIGHTEN FRIDGE COMPRESSOR FITTINGS</b>
Quantity	Part number	Parts fitted/Materials supplied
<b>1</b>		<b>N/C STILL DOOR CYLINDER</b>
<b>2</b>		<b>4mm<sup>2</sup> TO 1/8" SWIVEL AIR FITTING</b>

Is job complete? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> If no, give approx timescale to complete
Number of Engineers working: <b>1</b> Number of vehicles used (specify type):
On-site start time: <b>09</b> Hrs <b>15</b> Mins    Travel time (where applicable):    Hrs    Mins
Departure time: <b>13</b> Hrs <b>30</b> Mins    Miles travelled (where applicable):    Miles
Chargeable: YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, give reason:

Further work or materials required/Engineer's comments (if any):	General Manager's comments and action taken (if any):

<b>ENGINEER'S DECLARATION:</b> I certify that the equipment listed above is in safe working order.  Signed:  Print: <b>Alex Reid</b> Date: <b>24.10.13</b>	<b>General Manager's Declaration:</b> I certify that the engineer has confirmed that the work described above has been carried out and that he/she has signed the Engineer's Declaration to that effect.  Signed: Date: <b>241013</b>  Print: Position: <b>ADM</b>
Safe working order means fully safe (complying with all current health and safety, food safety and other statutory requirements), in sound working and electromagnetic order (with fully functioning integral control, safety or indicating devices), having no missing or damaged parts or components and operating in accordance with the manufacturer's specifications and instructions.	
I confirm that I am/am not* satisfied with the work carried out. If you are not satisfied please complete comments sections and do not sign the above declaration. *Delete as appropriate	

**ENGINEERS SERVICE REPORT** 07981

**FIRBIMATIC**

A DIVISION OF **ALEXREID**  
It's the business for garment care

ENGINEERS NAME C. W. Lee  
 CUSTOMER NAME MORRISONS 216  
 ADDRESS \_\_\_\_\_  
 TOWN COUNTRY POST CODE \_\_\_\_\_  
 JOB NO' 9293 ORDER NO' \_\_\_\_\_

9 ASHVILLE WAY  
 WHETSTONE  
 LEICESTER  
 LE8 6NU  
 TEL: (0116) 275 3636  
 FAX: (0116) 275 3939

REPORTED FAULT

Service

MACHINE TYPE 2752018  
0 HETSC064  
 SERIAL NUMBER 012552065

REPORT	PARTS FITTED			
	QTY	PART NO'	DESCRIPTION	FROM
<u>Service to store</u>	<u>1</u>	<u>LVALV</u>	<u>1/2" N/C</u>	
<u>2007</u>			<u>1/2" VAPOR</u>	<u>VK</u>
<u>2007</u>			<u>VAPOR</u>	
<u>1</u>	<u>LVALV</u>	<u>1/2" N/C</u>		
<u>2007</u>			<u>1/2" VAPOR</u>	<u>VK</u>
<u>2</u>	<u>LCIRB</u>	<u>LM = 19</u>		
<u>01017</u>			<u>SWITCH ROOM</u>	<u>VK</u>

  

REPORT	PARTS RETURNED		
	QTY	PART NO'	DESCRIPTION
<u>1</u>			

From : vk = van kit os = on site + advice note number st = stores

DAY / DATE	
TRAVEL START	<u>8:30</u>
SITE START	<u>9:30</u>
SITE FINISH	<u>12:30</u>
TRAVEL FINISH	
MEAL BREAK	
TOTAL SITE TIME	
EXPENSES	
MILEAGE	
NUMBER OF ENGINEERS	

FURTHER WORK REQUIRED  
NO VACUUM CLEANING  
ON SITE  
LOCKING KINSE MISSING  
ON SUDGE DRUM

JOB CHARGE CODE Contact  
 WARRANTY / CHARGEABLE / CONTRACT / RECALL

ENGINEER SIGNATURE \_\_\_\_\_  
 Please complete below to indicate above work is completed and time is correct. By signing you agree to pay for all parts along with relevant call out fee and for time spent on site at the current rates. Warranty visits and warranty parts will be non chargeable.  
 CUSTOMER NAME (please print) \_\_\_\_\_  
 CUSTOMER SIGNATURE \_\_\_\_\_

OFFICE USE ONLY  
EMR'D  
SCALES WITH  
DEV VIA EMAIL



## Morrison's Drycleaning Machine Service Schedule

Issue 1

PLEASE USE ADDITIONAL INFORMATION NOTES

ONE SHEET PER MACHINE

(1) STILL	A	C	(14) SOAP INJECTOR/S	A	C
(a) Rake out still	A	C	a) Check: operation	A	C
(b) Clean sight glass	A	C	(15) SPRAY UNIT		
(c) Check: door and sight glass seals	A	C	a) Check: spray nozzle	A	C
(d) low water level probe connection	A	C	b) strainers		C
(e) and clean float	A	C	c) operation	A	C
(f) interlock & micro switch	A	C	(16) CARBON RECOVERY UNIT		
(g) element connections	A	C	a) Visual inspection (run 10 min to ensure hot)	A	C
(h) water level	A	C	(17) ELECTRICAL		
(i) boiler pressure	A	C	a) Clamp test all elements (drying & still)	A	C
(j) Service safety valve	X	C	b) Check: 3PH terminals		C
(2) SLUDGE PUMP-OUT			c) lamps	A	C
a) Check: outlet / drain	A	C	(18) PNEUMATICS		
b) valves	A	C	a) Check: Air regulator / lubricator oil level	A	C
c) sludge drum float	A	C	b) for air leaks and valve operation	A	C
d) for leaks	A	C	(19) FIXINGS		
e) pump	A	C	a) Holding down bolts		C
(3) SEPARATORS (Both)			(20) STRAINERS		
a) Drain	A	C	a) Water		C
b) Check water drain valve	A	C	(21) MISCELLANEOUS		
c) Clean separator & sigh glass	A	C	a) Check solvent level (See notes)	A	C
(4) CONDENSER			b) solvent monitors	A	C
a) Check: lid seal		C	c) water purifying unit	A	C
b) modulating valve (danfoss)	A		d) water pump	A	C
(5) ECO FILTER			(22) RUN MACHINE CHECK P2 or P3 WITH GARMENTS		
a) Remove filter		C	a) Filter pressure (1 bar)	A	C
b) Check: discs		C	b) Distillation	A	C
c) seals		C	c) Fridge gas level	A	C
d) belts		C	d) Fridge high pressure (20 bar)	A	C
(6) CARBON FILTER			e) Solvent leak inspection	A	C
a) Change cartridge		C	(22) AIR COMPRESSOR		
b) Check seals		C	a) Check oil level monthly change 12 monthly		C
(7) RECOVERY HEAD			b) Drain compressor & check air filter		C
a) Clean lint screen	A	C	c) Check all airlines & equipment for leaks		C
b) Remove lint from screen area	A	C	(24) DEPARTMENT EQUIPMENT		
c) Check: Interlock & micro switch	A	C	a) Check machine room ventilation is working	A	C
d) Lint screen door seal	A	C	b) Calibrate garment weighing scales	X	C
e) recovery to separator line		C	c) Change water filter (Phosphate) on water supply		C
f) modulating valve (danfoss)		C	d) Check garment storage rail	A	C
g) Remove fridge coil (12 monthly)		C	e) Check all pipework and valves	A	C
(8) SELF CLEANING LINT SCREEN			(25) BOILERS		
a) Clean bars (if fitted)	A	C	a) Check water inlets on all boilers	A	C
(9) SOLVENT CHILLER (if fitted)			b) Check blowdown on all boilers	A	C
a) Remove & clean	X	C	c) Carry out boiler inspection		C
b) Replace seal		C	(26) FINISHING EQUIPMENT		
(10) BUTTON TRAP			a) Check: operation of ironing tables	A	C
a) Check: Interlock & micro switch	A	C	b) operation of cabinet	A	C
b) seal	A	C	c) operation of spotting table	A	C
c) pipe from drum to button trap		C	d) operation of collar and cuff machine	A	C
(11) MAIN BELTS			e) operation of shirt finishing machine	A	C
a) Check: for wear		C	(27) DUVET EQUIPMENT		
b) adjustment		C	a) Tumble dryer, clean fluff from lint screen & housing	A	C
(12) BEARING HOUSING			c) Check operation of washing machine and dryer	A	C
a) Check: bolts		C	(28) SMALL WASHING KIT		
(13) LOADING DOOR			a) Tumble dryer, clean fluff from lint screen & housing	A	C
a) Check: Loading door seal	A	C	b) Washing m/c, clean strainer on pump drain	A	C
b) hinge adjustment	A	C	c) Check operation of washing machine and dryer	A	C
c) interlock & micro switch	A	C	(29) CHILLER		
d) loading door handle mechanism	A	C	a) Check operation and correct gas level	A	C
e) drum/spacing	A	C	b) Clean grills and coils	A	C

**STORE LOCATION** *Counry* **STORE No** *206* **MACHINE SERIAL No.** *192150066*  
**ENGINEERS NAME** *S. J. C.* **JOB SHEET No** *7981* **DATE** *27/11/13*  
**CUSTOMERS SIGNATURE**  
**COPIES** White: customer Green: office Yellow: office-2 Pink: Engineer retain



## Morrisons Drycleaning Machine Service Schedule

Issue 1

PLEASE USE ADDITIONAL INFORMATION NOTES

ONE SHEET PER MACHINE

(1) STILL	A	C	(14) SOAP INJECTOR/S	A	C
(a) Rake out still	A	C	a) Check: operation	A	C
(b) Clean sight glass	A	C	<b>(15) SPRAY UNIT</b>		
(c) Check: door and sight glass seals	A	C	a) Check: spray nozzle	A	C
(d) low water level probe connection	A	C	b) strainers		C
(e) and clean float	A	C	c) operation	A	C
(f) interlock & micro switch	A	C	<b>(16) CARBON RECOVERY UNIT</b>		
(g) element connections	A	C	a) Visual inspection (run 10 min to ensure hot)	A	C
(h) water level	A	C	<b>(17) ELECTRICAL</b>		
(i) boiler pressure	A	C	a) Clamp test all elements (drying & still)	A	C
(j) Service safety valve		C	b) Check: 3PH terminals		C
<b>(2) SLUDGE PUMP-OUT</b>			c) lamps	A	C
a) Check: outlet / drain	A	C	<b>(18) PNEUMATICS</b>		
b) valves	A	C	a) Check: Air regulator / lubricator oil level	A	C
c) sludge drum float	A	C	b) for air leaks and valve operation	A	C
d) for leaks	A	C	<b>(19) FIXINGS</b>		
e) pump	A	C	a) Holding down bolts		C
<b>(3) SEPARATORS (Both)</b>			<b>(20) STRAINERS</b>		
a) Drain	A	C	a) Water		C
b) Check water drain valve	A	C	<b>(21) MISCELLANEOUS</b>		
c) Clean separator & sigh glass	A	C	a) Check solvent level (See notes)	A	C
<b>(4) CONDENSER</b>			b) solvent monitors	A	C
a) Check: lid seal		C	c) water purifying unit	A	C
b) modulating valve (danfoss)	A		d) water pump	A	C
<b>(5) ECO FILTER</b>			<b>(22) RUN MACHINE CHECK P2 or P3 WITH GARMENTS</b>		
a) Remove filter		C	a) Filter pressure (1 bar)	A	C
b) Check: discs		C	b) Distillation	A	C
c) seals		C	c) Fridge gas level	A	C
d) belts		C	d) Fridge high pressure (20 bar)	A	C
<b>(6) CARBON FILTER</b>			e) Solvent leak inspection	A	C
a) Change cartridge		C	<b>(22) AIR COMPRESSOR</b>		
b) Check seals		C	a) Check oil level monthly change 12 monthly		C
<b>(7) RECOVERY HEAD</b>			b) Drain compressor & check air filter		C
a) Clean lint screen	A	C	c) Check all airlines & equipment for leaks		C
b) Remove lint from screen area	A	C	<b>(24) DEPARTMENT EQUIPMENT</b>		
c) Check: Interlock & micro switch	A	C	a) Check machine room ventilation is working	A	C
d) Lint screen door seal	A	C	b) Calibrate garment weighing scales		C
e) recovery to separator line		C	c) Change water filter (Phosphate) on water supply		C
f) modulating valve (danfoss)		C	d) Check garment storage rail	A	C
g) Remove fridge coil (12 monthly)		C	e) Check all pipework and valves	A	C
<b>(8) SELF CLEANING LINT SCREEN</b>			<b>(25) BOILERS</b>		
a) Clean bars (if fitted)	A	C	a) Check water inlets on all boilers	A	C
<b>(9) SOLVENT CHILLER (if fitted)</b>			b) Check blowdown on all boilers	A	C
a) Remove & clean		C	c) Carry out boiler inspection		C
b) Replace seal		C	<b>(26) FINISHING EQUIPMENT</b>		
<b>(10) BUTTON TRAP</b>			a) Check: operation of ironing tables	A	C
a) Check: Interlock & micro switch	A	C	b) operation of cabinet	A	C
b) seal	A	C	c) operation of spotting table	A	C
c) pipe from drum to button trap		C	d) operation of collar and cuff machine	A	C
<b>(11) MAIN BELTS</b>			e) operation of shirt finishing machine	A	C
a) Check: for wear		C	<b>(27) DUVET EQUIPMENT</b>		
b) adjustment		C	a) Tumble dryer, clean fluff from lint screen & housing	A	C
<b>(12) BEARING HOUSING</b>			c) Check operation of washing machine and dryer	A	C
a) Check: bolts		C	<b>(28) SMALL WASHING KIT</b>		
<b>(13) LOADING DOOR</b>			a) Tumble dryer, clean fluff from lint screen & housing	A	C
a) Check: Loading door seal	A	C	b) Washing m/c, clean strainer on pump drain	A	C
b) hinge adjustment	A	C	c) Check operation of washing machine and dryer	A	C
c) interlock & micro switch	A	C	<b>(29) CHILLER</b>		
d) loading door handle mechanism	A	C	a) Check operation and correct gas level	A	C
e) drum/spacing	A	C	b) Clean grills and coils	A	C

**STORE LOCATION** *Cambridge*      **STORE No** *266*      **MACHINE SERIAL No.** *192150006*  
**ENGINEERS NAME** *S. J. G.*      **JOB SHEET No** *7981*      **DATE** *07/11/13*  
**CUSTOMERS SIGNATURE**  
**COPIES**      White: customer      Green: office      Yellow: office-2      Pink: Engineer retain



Morrisons Drycleaning Machine Service Schedule

Issue 1

PLEASE USE ADDITIONAL INFORMATION NOTES

ONE SHEET PER MACHINE

(1) STILL	A	C	(14) SOAP INJECTOR/S	A	C
(a) Rake out still	A	C	a) Check: operation	A	C
(b) Clean sight glass	A	C	(15) SPRAY UNIT		
(c) Check: door and sight glass seals	A	C	a) Check: spray nozzle	A	C
(d) low water level probe connection	A	C	b) strainers	A	C
(e) and clean float	A	C	c) operation	A	C
(f) interlock & micro switch	A	C	(16) CARBON RECOVERY UNIT		
(g) element connections	A	C	a) Visual inspection (run 10 min to ensure hot)	A	C
(h) water level	A	C	(17) ELECTRICAL		
(i) boiler pressure	A	C	a) Clamp test all elements (drying & still)	A	C
(j) Service safety valve	A	C	b) Check: 3PH terminals	A	C
(2) SLUDGE PUMP-OUT			c) lamps	A	C
a) Check: outlet / drain	A	C	(18) PNEUMATICS		
b) valves	A	C	a) Check: Air regulator / lubricator oil level	A	C
c) sludge drum float	A	C	b) for air leaks and valve operation	A	C
d) for leaks	A	C	(19) FIXINGS		
e) pump	A	C	a) Holding down bolts		C
(3) SEPARATORS (Both)			(20) STRAINERS		
a) Drain	A	C	a) Water		C
b) Check water drain valve	A	C	(21) MISCELLANEOUS		
c) Clean separator & sigh glass	A	C	a) Check solvent level (See notes)	A	C
(4) CONDENSER			b) solvent monitors	A	C
a) Check: lid seal		C	c) water purifying unit	A	C
b) modulating valve (danfoss)	A		d) water pump	A	C
(5) ECO FILTER			(22) RUN MACHINE CHECK P2 or P3 WITH GARMENTS		
a) Remove filter		C	a) Filter pressure (1 bar)	A	C
b) Check: discs		C	b) Distillation	A	C
c) seals		C	c) Fridge gas level	A	C
d) belts		C	d) Fridge high pressure (20 bar)	A	C
(6) CARBON FILTER			e) Solvent leak inspection	A	C
a) Change cartridge	X	C	(22) AIR COMPRESSOR		
b) Check seals	X	C	a) Check oil level monthly change 12 monthly		C
(7) RECOVERY HEAD			b) Drain compressor & check air filter		C
a) Clean lint screen	A	C	c) Check all airlines & equipment for leaks		C
b) Remove lint from screen area	A	C	(24) DEPARTMENT EQUIPMENT		
c) Check: Interlock & micro switch	A	C	a) Check machine room ventilation is working	A	C
d) Lint screen door seal	A	C	b) Calibrate garment weighing scales	X	C
e) recovery to separator line		C	c) Change water filter (Phosphate) on water supply	X	C
f) modulating valve (danfoss)		C	d) Check garment storage rail	A	C
g) Remove fridge coil (12 monthly)	X	C	e) Check all pipework and valves	A	C
(8) SELF CLEANING LINT SCREEN			(25) BOILERS		
a) Clean bars (if fitted)		C	a) Check water inlets on all boilers	A	C
(9) SOLVENT CHILLER (if fitted)			b) Check blowdown on all boilers	A	C
a) Remove & clean	X	C	c) Carry out boiler inspection	X	C
b) Replace seal	X	C	(26) FINISHING EQUIPMENT		
(10) BUTTON TRAP			a) Check: operation of ironing tables	A	C
a) Check: Interlock & micro switch	A	C	b) operation of cabinet	A	C
b) seal	A	C	c) operation of spotting table	A	C
c) pipe from drum to button trap		C	d) operation of collar and cuff machine	A	C
(11) MAIN BELTS			e) operation of shirt finishing machine	A	C
a) Check: for wear		C	(27) DUVET EQUIPMENT		
b) adjustment		C	a) Tumble dryer, clean fluff from lint screen & housing	A	C
(12) BEARING HOUSING			c) Check operation of washing machine and dryer	A	C
a) Check: bolts		C	(28) SMALL WASHING KIT		
(13) LOADING DOOR			a) Tumble dryer, clean fluff from lint screen & housing	A	C
a) Check: Loading door seal	A	C	b) Washing m/c, clean strainer on pump drain	A	C
b) hinge adjustment	A	C	c) Check operation of washing machine and dryer	A	C
c) interlock & micro switch	A	C	(29) CHILLER		
d) loading door handle mechanism	A	C	a) Check operation and correct gas level	A	C
e) drum/spacing	A	C	b) Clean grills and coils	A	C

STORE LOCATION Coronation STORE No \_\_\_\_\_ MACHINE SERIAL No ② MIF 500  
 ENGINEERS NAME [REDACTED] JOB SHEET No 1926500 DATE 27/11/13  
 CUSTOMERS SIGNATURE \_\_\_\_\_  
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## Morrisons Drycleaning Machine Service Schedule

Issue 1

PLEASE USE ADDITIONAL INFORMATION NOTES

ONE SHEET PER MACHINE

(1) STILL	A	C	(14) SOAP INJECTOR/S	A	C
(a) Flake out still	A ✓	C	a) Check: operation	A ✓	C
(b) Clean sight glass	A ✓	C	(15) SPRAY UNIT		
(c) Check: door and sight glass seals	A	C	a) Check: spray nozzle	A ✓	C
(d) low water level probe connection	A ✓	C	b) strainers	A ✓	C
(e) and clean float	A ✓	C	c) operation	A ✓	C
(f) interlock & micro switch	A ✓	C	(16) CARBON RECOVERY UNIT		
(g) element connections	A ✓	C	a) Visual inspection (run 10 min to ensure hot)	A ✓	C
(h) water level	A ✓	C	(17) ELECTRICAL		
(i) boiler pressure	A ✓	C	a) Clamp test all elements (drying & still)	A ✓	C
(j) Service safety valve	A ✓	C	b) Check: 3PH terminals	A ✓	C
(2) SLUDGE PUMP-OUT			c) lamps	A ✓	C
a) Check: outlet / drain	A	C	(18) PNEUMATICS		
b) valves	A	C	a) Check: Air regulator / lubricator oil level	A ✓	C
c) sludge drum float	A	C	b) for air leaks and valve operation	A ✓	C
d) for leaks	A	C	(19) FIXINGS		
e) pump	A	C	a) Holding down bolts		C
(3) SEPARATORS (Both)			(20) STRAINERS		
a) Drain	A	C	a) Water		C
b) Check water drain valve	A ✓	C	(21) MISCELLANEOUS		
c) Clean separator & sight glass	A ✓	C	a) Check solvent level (See notes)	A ✓	C
(4) CONDENSER			b) solvent monitors	A ✓	C
a) Check: lid seal		C	c) water purifying unit	A ✓	C
b) modulating valve (danfoss)	A ✓		d) water pump	A ✓	C
(5) ECO FILTER			(22) RUN MACHINE CHECK P2 or P3 WITH GARMENTS		
a) Remove filter		C	a) Filter pressure (1 bar)	A ✓	C
b) Check: discs		C	b) Distillation	A ✓	C
c) seals		C	c) Fridge gas level	A ✓	C
d) belts		C	d) Fridge high pressure (20 bar)	A ✓	C
(6) CARBON FILTER			e) Solvent leak inspection	A ✓	C
a) Change cartridge		C	(22) AIR COMPRESSOR		
b) Check seals		C	a) Check oil level monthly change 12 monthly		C
(7) RECOVERY HEAD			b) Drain compressor & check air filter		C
a) Clean lint screen	A	C	c) Check all airlines & equipment for leaks		C
b) Remove lint from screen area	A	C	(24) DEPARTMENT EQUIPMENT		
c) Check: Interlock & micro switch	A	C	a) Check machine room ventilation is working	A ✓	C
d) Lint screen door seal	A	C	b) Calibrate garment weighing scales		C
e) recovery to separator line		C	c) Change water filter (Phosphate) on water supply		C
f) modulating valve (danfoss)		C	d) Check garment storage rail	A ✓	C
g) Remove fridge coil (12 monthly)		C	e) Check all pipework and valves	A ✓	C
(8) SELF CLEANING LINT SCREEN			(25) BOILERS		
a) Clean bars (if fitted)	A ✓	C	a) Check water inlets on all boilers	A ✓	C
(9) SOLVENT CHILLER (if fitted)			b) Check blowdown on all boilers	A ✓	C
a) Remove & clean		C	c) Carry out boiler inspection		C
b) Replace seal		C	(26) FINISHING EQUIPMENT		
(10) BUTTON TRAP			a) Check: operation of ironing tables	A ✓	C
a) Check: Interlock & micro switch	A	C	b) operation of cabinet	A ✓	C
b) seal	A	C	c) operation of spotting table	A ✓	C
c) pipe from drum to button trap		C	d) operation of collar and cuff machine	A ✓	C
(11) MAIN BELTS			e) operation of shirt finishing machine	A ✓	C
a) Check: for wear		C	(27) DUVET EQUIPMENT		
b) adjustment		C	a) Tumble dryer, clean fluff from lint screen & housing	A ✓	C
(12) BEARING HOUSING			c) Check operation of washing machine and dryer	A ✓	C
a) Check: bolts		C	(28) SMALL WASHING KIT		
(13) LOADING DOOR			a) Tumble dryer, clean fluff from lint screen & housing	A ✓	C
a) Check: Loading door seal	A ✓	C	b) Washing m/c, clean strainer on pump drain	A ✓	C
b) hinge adjustment	A ✓	C	c) Check operation of washing machine and dryer	A ✓	C
c) interlock & micro switch	A ✓	C	(29) CHILLER		
d) loading door handle mechanism	A ✓	C	a) Check operation and correct gas level	A ✓	C
e) drum/spacing	A ✓	C	b) Clean grills and coils	A ✓	C

**STORE LOCATION** *Coronation* **STORE No** *12* **MACHINE SERIAL No** *444500*  
**ENGINEERS NAME** *S. Kelly* **JOB SHEET No** *476502* **DATE** *22/11/13*  
**CUSTOMERS SIGNATURE**  
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# Engineer's Worksheet



All invoices must be supported by a copy of the Morrisons Engineer's Worksheet.  
Please quote the Worksheet number on your invoice.

**MORRISONS**

Supplier name: Alex Reid Plant number: \_\_\_\_\_ Department: Org cleaning

Invoice to: <b>Wm Morrison Supermarkets PLC</b> Hilmore House, Gain Lane, Bradford BD3 7DL	Worksheet number: Store number: <u>246</u> Date: <u>27/1/13</u> Alpha sequ: <input type="checkbox"/>	Nature of visit (please tick) Call out: <input type="checkbox"/> Return visit: <input checked="" type="checkbox"/> Scheduled visit: <input type="checkbox"/> Order number: (if applicable) <u>9293</u>
---	---	---

Equipment: FAIR  
SERVICE

Model	Serial number	Description of work carried out
<u>S2018</u>	<u>192FS0064</u>	<u>SERVICE</u>
<u>S2018</u>	<u>192FS0065</u>	
		<u>LIST TEST SAFETY VALVES</u>
		<u>CHECK ALL EQUIPMENT.</u>
Quantity	Part number	Parts fitted/Materials supplied
<u>1</u>	<u>4 VALV 2007</u>	<u>1" N/C H V VALVE.</u>
<u>1</u>	<u>4 VALV 2002</u>	<u>1 1/2" N/O H V VALVE.</u>
<u>3</u>	<u>4 VALV 2002</u>	<u>4mm 1/2 SWIRL.</u>
	<u>4 ELV 001017</u>	

Is job complete? YES  NO  If no, give approx timescale to complete \_\_\_\_\_

Number of Engineers working: 1 Number of vehicles used (specify type): \_\_\_\_\_

On-site start time: 9 Hrs 30 Mins Travel time (where applicable): \_\_\_\_\_ Hrs \_\_\_\_\_ Mins

Departure time: 14 Hrs 30 Mins Miles travelled (where applicable): \_\_\_\_\_ Miles

Chargeable: YES  NO  If yes, give reason: \_\_\_\_\_

Further work or materials required/Engineer's comments (if any): <u>NO VACUUM CLEANER ON SITE</u>	General Manager's comments and action taken (if any):

**ENGINEER'S DECLARATION:**  
I certify that the equipment listed above is in safe working order.

Signed: \_\_\_\_\_  
Print: \_\_\_\_\_ Date: \_\_\_\_\_

**General Manager's Declaration:**  
I certify that the engineer has confirmed that the work described above has been carried out and that he/she has signed the Engineer's Declaration to that effect.

Signed: \_\_\_\_\_ Date: 27/1/13  
Print: \_\_\_\_\_ Position: BD

Safe working order means fully safe (complying with all current health and safety, food safety and other statutory requirements), in sound working and electromagnetic order (with fully functioning integral control, safety or indicating devices), having no missing or damaged parts or components and operating in accordance with the manufacturer's specifications and instructions.

I confirm that I am/am not\* satisfied with the work carried out. If you are not satisfied please complete comments sections and do not sign the above declaration.  
\*Delete as appropriate





# Morrison's Drycleaning Machine Service Schedule

Issue 1

PLEASE USE ADDITIONAL INFORMATION NOTES

ONE SHEET PER MACHINE

(1) STILL	A	C	(14) SOAP INJECTOR/S	A	C
(a) Rake out still	A	✓	C a) Check: operation	A	✓
(b) Clean sight glass	A	✓	(15) SPRAY UNIT		
(c) Check: door and sight glass seals	A	✓	a) Check: spray nozzle	A	✓
(d) low water level probe connection	A	✓	b) strainers		✓
(e) and clean float	A	✓	c) operation	A	✓
(f) interlock & micro switch	A	✓	(16) CARBON RECOVERY UNIT		
(g) element connections	A	✓	a) Visual inspection (run 10 min to ensure hot)	A	✓
(h) water level	A	✓	(17) ELECTRICAL		
(i) boiler pressure	A	✓	a) Clamp test all elements (drying & still)	A	✓
(j) Service safety valve			b) Check: 3PH terminals		✓
(2) SLUDGE PUMP-OUT			c) lamps	A	✓
a) Check: outlet / drain	A	✓	(18) PNEUMATICS		
b) valves	A	✓	a) Check: Air regulator / lubricator oil level	A	✓
c) sludge drum float	A	✓	b) for air leaks and valve operation	A	✓
d) for leaks	A	✓	(19) FIXINGS		
e) pump	A	✓	a) Holding down bolts		✓
(3) SEPARATORS (Both)			(20) STRAINERS		
a) Drain	A	✓	a) Water		✓
b) Check water drain valve	A	✓	(21) MISCELLANEOUS		
c) Clean separator & sigh glass	A	✓	a) Check solvent level (See notes)	A	✓
(4) CONDENSER			b) solvent monitors	A	✓
a) Check: lid seal		✓	c) water purifying unit	A	✓
b) modulating valve (danfoss)	A	✓	d) water pump	A	✓
(5) ECO FILTER			(22) RUN MACHINE CHECK P2 or P3 WITH GARMENTS		
a) Remove filter			a) Filter pressure (1 bar)	A	✓
b) Check: discs			b) Distillation	A	✓
c) seals		✓	c) Fridge gas level	A	✓
d) belts			d) Fridge high pressure (20 bar)	A	✓
(6) CARBON FILTER			e) Solvent leak inspection	A	✓
a) Change cartridge			(22) AIR COMPRESSOR		
b) Check seals		✓	a) Check oil level monthly change 12 monthly		
(7) RECOVERY HEAD			b) Drain compressor & check air filter		
a) Clean lint screen	A	✓	c) Check all airlines & equipment for leaks		✓
b) Remove lint from screen area	A	✓	(24) DEPARTMENT EQUIPMENT		
c) Check: Interlock & micro switch	A	✓	a) Check machine room ventilation is working	A	✓
d) Lint screen door seal	A	✓	b) Calibrate garment weighing scales		
e) recovery to separator line			c) Change water filter (Phosphate) on water supply		
f) modulating valve (danfoss)		✓	d) Check garment storage rail	A	✓
g) Remove fridge coil (12 monthly)			e) Check all pipework and valves	A	✓
(8) SELF CLEANING LINT SCREEN			(25) BOILERS		
a) Clean bars (if fitted)	A	✓	a) Check water inlets on all boilers	A	✓
(9) SOLVENT CHILLER (if fitted)			b) Check blowdown on all boilers	A	✓
a) Remove & clean			c) Carry out boiler inspection		
b) Replace seal			(26) FINISHING EQUIPMENT		
(10) BUTTON TRAP			a) Check operation of ironing tables	A	✓
a) Check: Interlock & micro switch	A	✓	b) operation of cabinet	A	✓
b) seal	A	✓	c) operation of spotting table	A	✓
c) pipe from drum to button trap			d) operation of collar and cuff machine	A	
(11) MAIN BELTS			e) operation of shirt finishing machine	A	
a) Check: for wear			(27) DUVET EQUIPMENT		
b) adjustment			a) Tumble dryer, clean fluff from lint screen & housing	A	✓
(12) BEARING HOUSING			c) Check operation of washing machine and dryer	A	✓
a) Check: bolts			(28) SMALL WASHING KIT		
(13) LOADING DOOR			a) Tumble dryer, clean fluff from lint screen & housing	A	✓
a) Check: Loading door seal	A	✓	b) Washing m/c, clean strainer on pump drain	A	✓
b) hinge adjustment	A	✓	c) Check operation of washing machine and dryer	A	✓
c) interlock & micro switch	A	✓	(29) CHILLER		
d) loading door handle mechanism	A	✓	a) Check operation and correct gas level	A	
e) drum/spacing	A	✓	b) Clean grills and coils	A	

STORE LOCATION COVENTRY STORE No 246 MACHINE SERIAL No. 192 F50065

ENGINEERS NAME DALE JOB SHEET No 12070 DATE 18-12-13

CUSTOMERS SIGNATURE

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# Morrisons Drycleaning Machine Service Schedule

Issue 1

PLEASE USE ADDITIONAL INFORMATION NOTES

ONE SHEET PER MACHINE

(1) STILL	A	C	(14) SOAP INJECTOR/S	A	C
(a) Rake out still	A	✓	C a) Check: operation	A	✓
(b) Clean sight glass	A	✓	(15) SPRAY UNIT		
(c) Check: door and sight glass seals	A	✓	C a) Check: spray nozzle	A	✓
(d) low water level probe connection	A	✓	C b) strainers		
(e) and clean float	A	✓	C c) operation	A	✓
(f) interlock & micro switch	A	✓	(16) CARBON RECOVERY UNIT		
(g) element connections	A	✓	C a) Visual inspection (run 10 min to ensure hot)	A	✓
(h) water level	A	✓	(17) ELECTRICAL		
(i) boiler pressure	A	✓	C a) Clamp test all elements (drying & still)	A	✓
(j) Service safety valve			C b) Check: 3PH terminals		
(2) SLUDGE PUMP-OUT			C c) lamps	A	✓
a) Check: outlet / drain	A	✓	(18) PNEUMATICS		
b) valves	A	✓	C a) Check: Air regulator / lubricator oil level	A	✓
c) sludge drum float	A	✓	C b) for air leaks and valve operation	A	✓
d) for leaks	A	✓	(19) FIXINGS		
e) pump	A	✓	C a) Holding down bolts		✓
(3) SEPARATORS (Both)			(20) STRAINERS		
a) Drain	A	✓	C a) Water		✓
b) Check water drain valve	A	✓	(21) MISCELLANEOUS		
c) Clean separator & sigh glass	A	✓	C a) Check solvent level (See notes)	A	✓
(4) CONDENSER			b) solvent monitors	A	✓
a) Check: lid seal		✓	C c) water purifying unit	A	✓
b) modulating valve (danfoss)	A	✓	d) water pump	A	✓
(5) ECO FILTER			(22) RUN MACHINE CHECK P2 or P3 WITH GARMENTS		
a) Remove filter			C a) Filter pressure (1 bar)	A	✓
b) Check: discs			C b) Distillation	A	✓
c) seals		✓	C c) Fridge gas level	A	✓
d) belts			C d) Fridge high pressure (20 bar)	A	✓
(6) CARBON FILTER			e) Solvent leak inspection	A	✓
a) Change cartridge			(22) AIR COMPRESSOR		
b) Check seals		✓	C a) Check oil level monthly change 12 monthly		
(7) RECOVERY HEAD			b) Drain compressor & check air filter		
a) Clean lint screen	A	✓	C c) Check all airlines & equipment for leaks		✓
b) Remove lint from screen area	A	✓	(24) DEPARTMENT EQUIPMENT		
c) Check: Interlock & micro switch	A	✓	C a) Check machine room ventilation is working	A	✓
d) Lint screen door seal	A	✓	C b) Calibrate garment weighing scales		
e) recovery to separator line			C c) Change water filter (Phosphate) on water supply		
f) modulating valve (danfoss)		✓	C d) Check garment storage rail	A	✓
g) Remove fridge coil (12 monthly)			C e) Check all pipework and valves	A	✓
(8) SELF CLEANING LINT SCREEN			(25) BOILERS		
a) Clean bars (if fitted)	A	✓	C a) Check water inlets on all boilers	A	✓
(9) SOLVENT CHILLER (if fitted)			b) Check blowdown on all boilers	A	✓
a) Remove & clean			C c) Carry out boiler inspection		
b) Replace seal			C (26) FINISHING EQUIPMENT		
(10) BUTTON TRAP			a) Check: operation of ironing tables	A	✓
a) Check: Interlock & micro switch	A	✓	C b) operation of cabinet	A	✓
b) seal	A	✓	C c) operation of spotting table	A	✓
c) pipe from drum to button trap			C d) operation of collar and cuff machine	A	
(11) MAIN BELTS			e) operation of shirt finishing machine	A	
a) Check: for wear			(27) DUVET EQUIPMENT		
b) adjustment			C a) Tumble dryer, clean fluff from lint screen & housing	A	✓
(12) BEARING HOUSING			C c) Check operation of washing machine and dryer	A	✓
a) Check: bolts			C (28) SMALL WASHING KIT		
(13) LOADING DOOR			a) Tumble dryer, clean fluff from lint screen & housing	A	✓
a) Check: Loading door seal	A	✓	C b) Washing m/c, clean strainer on pump drain	A	✓
b) hinge adjustment	A	✓	C c) Check operation of washing machine and dryer	A	✓
c) interlock & micro switch	A	✓	(29) CHILLER		
d) loading door handle mechanism	A	✓	C a) Check operation and correct gas level	A	
e) drum/spacing	A	✓	C b) Clean grills and coils	A	

**STORE LOCATION** COVENTRY **STORE No** 266 **MACHINE SERIAL No.** 192 F50065  
**ENGINEERS NAME** DALE **JOB SHEET No** 12070 **DATE** 18-12-13  
**CUSTOMERS SIGNATURE**  
**COPIES** White: customer Green: office Yellow: office-2 Pink: Engineer retain



# Morrisons Drycleaning Machine Service Schedule

Issue 1

PLEASE USE ADDITIONAL INFORMATION NOTES

ONE SHEET PER MACHINE

(1) STILL		A	C	(14) SOAP INJECTOR/S		A	C	
(a) Rake out still		A	✓	C	a) Check: operation	A	✓	C
(b) Clean sight glass		A	✓	C	<b>(15) SPRAY UNIT</b>			
(c) Check: door and sight glass seals		A	✓	C	a) Check: spray nozzle	A	✓	C
(d) low water level probe connection		A	✓	C	b) strainers			C
(e) and clean float		A	✓	C	c) operation	A	✓	C
(f) interlock & micro switch		A	✓	C	<b>(16) CARBON RECOVERY UNIT</b>			
(g) element connections		A	✓	C	a) Visual inspection (run 10 min to ensure hot)	A	✓	C
(h) water level		A	✓	C	<b>(17) ELECTRICAL</b>			
(i) boiler pressure		A	✓	C	a) Clamp test all elements (drying & still)	A	✓	C
(j) Service safety valve				C	b) Check: 3PH terminals			C
<b>(2) SLUDGE PUMP-OUT</b>					c) lamps	A	✓	C
a) Check: outlet / drain		A	✓	C	<b>(18) PNEUMATICS</b>			
b) valves		A	✓	C	a) Check: Air regulator / lubricator oil level	A	✓	C
c) sludge drum float		A	✓	C	b) for air leaks and valve operation	A	✓	C
d) for leaks		A	✓	C	<b>(19) FIXINGS</b>			
e) pump		A	✓	C	a) Holding down bolts		✓	C
<b>(3) SEPARATORS (Both)</b>					<b>(20) STRAINERS</b>			
a) Drain		A	✓	C	a) Water		✓	C
b) Check water drain valve		A	✓	C	<b>(21) MISCELLANEOUS</b>			
c) Clean separator & sight glass		A	✓	C	a) Check solvent level (See notes)	A	✓	C
<b>(4) CONDENSER</b>					b) solvent monitors	A	✓	C
a) Check: lid seal			✓	C	c) water purifying unit	A	✓	C
b) modulating valve (danfoss)		A	✓	C	d) water pump	A	✓	C
<b>(5) ECO FILTER</b>					<b>(22) RUN MACHINE CHECK P2 or P3 WITH GARMENTS</b>			
a) Remove filter			✓	C	a) Filter pressure (1 bar)	A	✓	C
b) Check: discs			✓	C	b) Distillation	A	✓	C
c) seals			✓	C	c) Fridge gas level	A	✓	C
d) belts			✓	C	d) Fridge high pressure (20 bar)	A	✓	C
<b>(6) CARBON FILTER</b>					e) Solvent leak inspection	A	✓	C
a) Change cartridge			✓	C	<b>(22) AIR COMPRESSOR</b>			
b) Check seals			✓	C	a) Check oil level monthly change 12 monthly			C
<b>(7) RECOVERY HEAD</b>					b) Drain compressor & check air filter			C
a) Clean lint screen		A	✓	C	c) Check all airlines & equipment for leaks		✓	C
b) Remove lint from screen area		A	✓	C	<b>(24) DEPARTMENT EQUIPMENT</b>			
c) Check: Interlock & micro switch		A	✓	C	a) Check machine room ventilation is working	A	✓	C
d) Lint screen door seal		A	✓	C	b) Calibrate garment weighing scales			C
e) recovery to separator line			✓	C	c) Change water filter (Phosphate) on water supply			C
f) modulating valve (danfoss)			✓	C	d) Check garment storage rail	A	✓	C
g) Remove fridge coil (12 monthly)			✓	C	e) Check all pipework and valves	A	✓	C
<b>(8) SELF CLEANING LINT SCREEN</b>					<b>(25) BOILERS</b>			
a) Clean bars (if fitted)		A	✓	C	a) Check water inlets on all boilers	A	✓	C
<b>(9) SOLVENT CHILLER (if fitted)</b>					b) Check blowdown on all boilers	A	✓	C
a) Remove & clean				C	c) Carry out boiler inspection			C
b) Replace seal				C	<b>(26) FINISHING EQUIPMENT</b>			
<b>(10) BUTTON TRAP</b>					a) Check: operation of ironing tables	A	✓	C
a) Check: Interlock & micro switch		A	✓	C	b) operation of cabinet	A	✓	C
b) seal		A	✓	C	c) operation of spotting table	A	✓	C
c) pipe from drum to button trap				C	d) operation of collar and cuff machine	A	✓	C
<b>(11) MAIN BELTS</b>					e) operation of shirt finishing machine	A		C
a) Check: for wear				C	<b>(27) DUVET EQUIPMENT</b>			
b) adjustment				C	a) Tumble dryer, clean fluff from lint screen & housing	A	✓	C
<b>(12) BEARING HOUSING</b>					c) Check operation of washing machine and dryer	A	✓	C
a) Check: bolts				C	<b>(28) SMALL WASHING KIT</b>			
<b>(13) LOADING DOOR</b>					a) Tumble dryer, clean fluff from lint screen & housing	A	✓	C
a) Check: Loading door seal		A	✓	C	b) Washing m/c, clean strainer on pump drain	A	✓	C
b) hinge adjustment		A	✓	C	c) Check operation of washing machine and dryer	A	✓	C
c) interlock & micro switch		A	✓	C	<b>(29) CHILLER</b>			
d) loading door handle mechanism		A	✓	C	a) Check operation and correct gas level	A		C
e) drum/spacing		A	✓	C	b) Clean grills and coils	A		C

**STORE LOCATION** COVENTRY      **STORE No** 246      **MACHINE SERIAL No.** 192 F5 0064  
**ENGINEERS NAME** DALE      **JOB SHEET No** 12070      **DATE** 18-12-13  
**CUSTOMERS SIGNATURE**  
**COPIES**      White: customer      Green: office      Yellow: office-2      Pink: Engineer retain



## Morrisons Drycleaning Machine Service Schedule

Issue 1

PLEASE USE ADDITIONAL INFORMATION NOTES

ONE SHEET PER MACHINE

(1) STILL	A	C	(14) SOAP INJECTOR/S	A	C
(a) Rake out still	A	<input checked="" type="checkbox"/>	C a) Check: operation	A	<input checked="" type="checkbox"/>
(b) Clean sight glass	A	<input checked="" type="checkbox"/>	C (15) SPRAY UNIT		
(c) Check: door and sight glass seals	A	<input checked="" type="checkbox"/>	C a) Check: spray nozzle	A	<input checked="" type="checkbox"/>
(d) low water level probe connection	A	<input checked="" type="checkbox"/>	C b) strainers		<input checked="" type="checkbox"/>
(e) and clean float	A	<input checked="" type="checkbox"/>	C c) operation	A	<input checked="" type="checkbox"/>
(f) interlock & micro switch	A	<input checked="" type="checkbox"/>	C (16) CARBON RECOVERY UNIT		
(g) element connections	A	<input checked="" type="checkbox"/>	C a) Visual inspection (run 10 min to ensure hot)	A	<input checked="" type="checkbox"/>
(h) water level	A	<input checked="" type="checkbox"/>	C (17) ELECTRICAL		
(i) boiler pressure	A	<input checked="" type="checkbox"/>	C a) Clamp test all elements (drying & still)	A	<input checked="" type="checkbox"/>
(j) Service safety valve			C b) Check: 3PH terminals		<input checked="" type="checkbox"/>
(2) SLUDGE PUMP-OUT			C c) lamps	A	<input checked="" type="checkbox"/>
a) Check: outlet / drain	A	<input checked="" type="checkbox"/>	C (18) PNEUMATICS		
b) valves	A	<input checked="" type="checkbox"/>	C a) Check: Air regulator / lubricator oil level	A	<input checked="" type="checkbox"/>
c) sludge drum float	A	<input checked="" type="checkbox"/>	C b) for air leaks and valve operation	A	<input checked="" type="checkbox"/>
d) for leaks	A	<input checked="" type="checkbox"/>	C (19) FIXINGS		
e) pump	A	<input checked="" type="checkbox"/>	C a) Holding down bolts		<input checked="" type="checkbox"/>
(3) SEPARATORS (Both)			C (20) STRAINERS		
a) Drain	A	<input checked="" type="checkbox"/>	C a) Water		<input checked="" type="checkbox"/>
b) Check water drain valve	A	<input checked="" type="checkbox"/>	C (21) MISCELLANEOUS		
c) Clean separator & sigh glass	A	<input checked="" type="checkbox"/>	C a) Check solvent level (See notes)	A	<input checked="" type="checkbox"/>
(4) CONDENSER			C b) solvent monitors	A	<input checked="" type="checkbox"/>
a) Check: lid seal		<input checked="" type="checkbox"/>	C c) water purifying unit	A	<input checked="" type="checkbox"/>
b) modulating valve (danfoss)	A	<input checked="" type="checkbox"/>	C d) water pump	A	<input checked="" type="checkbox"/>
(5) ECO FILTER			C (22) RUN MACHINE CHECK P2 or P3 WITH GARMENTS		
a) Remove filter		<input checked="" type="checkbox"/>	C a) Filter pressure (1 bar)	A	<input checked="" type="checkbox"/>
b) Check: discs		<input checked="" type="checkbox"/>	C b) Distillation	A	<input checked="" type="checkbox"/>
c) seals		<input checked="" type="checkbox"/>	C c) Fridge gas level	A	<input checked="" type="checkbox"/>
d) belts		<input checked="" type="checkbox"/>	C d) Fridge high pressure (20 bar)	A	<input checked="" type="checkbox"/>
(6) CARBON FILTER			C e) Solvent leak inspection	A	<input checked="" type="checkbox"/>
a) Change cartridge		<input checked="" type="checkbox"/>	C (22) AIR COMPRESSOR		
b) Check seals		<input checked="" type="checkbox"/>	C a) Check oil level monthly change 12 monthly		<input checked="" type="checkbox"/>
(7) RECOVERY HEAD			C b) Drain compressor & check air filter		<input checked="" type="checkbox"/>
a) Clean lint screen	A	<input checked="" type="checkbox"/>	C c) Check all airlines & equipment for leaks		<input checked="" type="checkbox"/>
b) Remove lint from screen area	A	<input checked="" type="checkbox"/>	C (24) DEPARTMENT EQUIPMENT		
c) Check: Interlock & micro switch	A	<input checked="" type="checkbox"/>	C a) Check machine room ventilation is working	A	<input checked="" type="checkbox"/>
d) Lint screen door seal	A	<input checked="" type="checkbox"/>	C b) Calibrate garment weighing scales		<input checked="" type="checkbox"/>
e) recovery to separator line		<input checked="" type="checkbox"/>	C c) Change water filter (Phosphate) on water supply		<input checked="" type="checkbox"/>
f) modulating valve (danfoss)		<input checked="" type="checkbox"/>	C d) Check garment storage rail	A	<input checked="" type="checkbox"/>
g) Remove fridge coil (12 monthly)		<input checked="" type="checkbox"/>	C e) Check all pipework and valves	A	<input checked="" type="checkbox"/>
(8) SELF CLEANING LINT SCREEN			C (25) BOILERS		
a) Clean bars (if fitted)	A	<input checked="" type="checkbox"/>	C a) Check water inlets on all boilers	A	<input checked="" type="checkbox"/>
(9) SOLVENT CHILLER (if fitted)			C b) Check blowdown on all boilers	A	<input checked="" type="checkbox"/>
a) Remove & clean		<input checked="" type="checkbox"/>	C c) Carry out boiler inspection		<input checked="" type="checkbox"/>
b) Replace seal		<input checked="" type="checkbox"/>	C (26) FINISHING EQUIPMENT		
(10) BUTTONTRAP			C a) Check: operation of ironing tables	A	<input checked="" type="checkbox"/>
a) Check: Interlock & micro switch	A	<input checked="" type="checkbox"/>	C b) operation of cabinet	A	<input checked="" type="checkbox"/>
b) seal	A	<input checked="" type="checkbox"/>	C c) operation of spotting table	A	<input checked="" type="checkbox"/>
c) pipe from drum to button trap		<input checked="" type="checkbox"/>	C d) operation of collar and cuff machine	A	<input checked="" type="checkbox"/>
(11) MAIN BELTS			C e) operation of shirt finishing machine	A	<input checked="" type="checkbox"/>
a) Check: for wear		<input checked="" type="checkbox"/>	C (27) DUVET EQUIPMENT		
b) adjustment		<input checked="" type="checkbox"/>	C a) Tumble dryer, clean fluff from lint screen & housing	A	<input checked="" type="checkbox"/>
(12) BEARING HOUSING			C c) Check operation of washing machine and dryer	A	<input checked="" type="checkbox"/>
a) Check: bolts		<input checked="" type="checkbox"/>	C (28) SMALL WASHING KIT		
(13) LOADING DOOR			C a) Tumble dryer, clean fluff from lint screen & housing	A	<input checked="" type="checkbox"/>
a) Check: Loading door seal	A	<input checked="" type="checkbox"/>	C b) Washing m/c, clean strainer on pump drain	A	<input checked="" type="checkbox"/>
b) hinge adjustment	A	<input checked="" type="checkbox"/>	C c) Check operation of washing machine and dryer	A	<input checked="" type="checkbox"/>
c) interlock & micro switch	A	<input checked="" type="checkbox"/>	C (29) CHILLER		
d) loading door handle mechanism	A	<input checked="" type="checkbox"/>	C a) Check operation and correct gas level	A	<input checked="" type="checkbox"/>
e) drum/spacing	A	<input checked="" type="checkbox"/>	C b) Clean grills and coils	A	<input checked="" type="checkbox"/>

STORE LOCATION COVENTRY STORE No 246 MACHINE SERIAL No. 192 F 5 2064

ENGINEERS NAME DALE JOB SHEET No 12070 DATE 18-12-13

CUSTOMERS SIGNATURE

COPIES White: customer Green: office Yellow: office-2 Pink: Engineer retain

# Engineer's Worksheet



All invoices must be supported by a copy of the Morrisons Engineer's Worksheet.  
Please quote the Worksheet number on your invoice.

**MORRISONS**

Supplier name: <b>ALEX REID</b>	Plant number:	Department: <b>DRYCLEAN</b>
---------------------------------	---------------	-----------------------------

<b>Invoice to:</b> Wm Morrison Supermarkets PLC Hillmore House, Gain Lane, Bradford BD3 7DL	<b>Worksheet number:</b> Store number: <b>246</b> Date: <b>18/12/13</b> Alpha sequ: <input type="checkbox"/>	<b>Nature of visit (please tick)</b> Call out: <input type="checkbox"/> Return visit: <input type="checkbox"/> Scheduled visit: <input checked="" type="checkbox"/> Order number: (if applicable) <input type="text"/>
--	---	---

Equipment: <b>DRYCLEAN</b>	Fault: <b>MONTHLY SERVICE</b>
----------------------------	-------------------------------

Model	Serial number	Description of work carried out
2018	192 F5 0064	SERVICE
2018	192 F5 0065	SERVICE
Quantity	Part number	Parts fitted/Materials supplied
1	4FIL504009	FILTRN
2	4FIL07005	FILTER DISC

Is job complete? YES  NO  If no, give approx timescale to complete

Number of Engineers working:      Number of vehicles used (specify type):

On-site start time: **09** Hrs **00** Mins      Travel time (where applicable):      Hrs      Mins

Departure time: **15** Hrs **00** Mins      Miles travelled (where applicable):      Miles

Chargeable: YES  NO  If yes, give reason:

Further work or materials required/Engineer's comments (if any):	General Manager's comments and action taken (if any):

**ENGINEER'S DECLARATION:**  
I certify that the equipment listed above is in safe working order.

Signed:

Print: **D. WOODFORD**    Date: **18-12-13**

Safe working order means fully safe (complying with all current health and safety, food safety and other statutory requirements), in sound working and electromagnetic order (with fully functioning integral control, safety or indicating devices), having no missing or damaged parts or components and operating in accordance with the manufacturer's specifications and instructions.

**General Manager's Declaration:**  
I certify that the engineer has confirmed that the work described above has been carried out and that he/she has signed the Engineer's Declaration to that effect.

Signed:      Date: **18/12/13**

Print:      Position: **SGM**

I confirm that I am/am not satisfied with the work carried out. If you are not satisfied please complete comments sections and do not sign the above declaration.  
\*Delete as appropriate



# Dry Cleaning Trained Staff

246

Coventry 2 Store



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<b>Name</b>	<b>Job Title</b>	<b>Date Trained</b>
Chris Winters	Dry Cleaning Checkout Operator	03/04/2008
Gail Turley	Dry Cleaning Checkout Operator	04/11/2011
George Lane	Dry Cleaning Checkout Operator	15/01/2005
Mavis Thorpe	Dry Cleaning Checkout Operator	15/11/2005
Mel Elliot	Dry Cleaning Supervisor	06/06/2010
Patricia Scott	Dry Cleaning Checkout Operator	03/04/2008
Rachel Coles	Dry Cleaning Checkout Operator	15/04/2008
Shani Ladds	Dry Cleaning Checkout Operator	10/08/2005