



Inodaya Hospitals - Kakinada

Documentation code:

INH/FMS.Doc.No:10

Policy On Preventive And Breakdown Maintenance Of AIR Conditioning

Prepared date:11/11/2025

Reference: FMS.4.c. NABH Standards – 6th Edition

Issue Date:11/11/2025

Issue no: 01

Review No: 0

Review date: 11/11/2026

PURPOSE:

The goal of the Hospital Standard is to ensure patient safety by continuous monitoring and improvement of safety aspects to deliver safe, effective and efficient care.

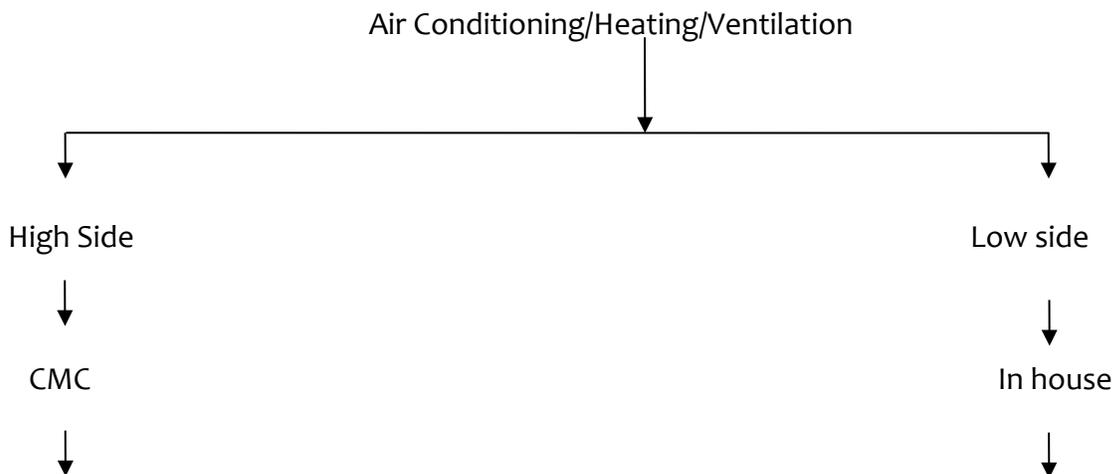
SCOPE:

The Hospital is committed to provide a safe Hospital environment for its External and Internal Customers.

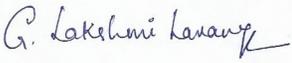
RESPONSIBILITY:

Maintenance Dept

PROCEDURE:



Page 1 of 5

 Prepared by:	Verified by: 	Approved by: 
Ms.Chandrakala	Mrs.G..Lakshmi Lavanya	Dr.G.Rammohan
Maintenance Incharge	Chief Executive Officer	Managing Director



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Is being checked quarterly and service

report is submitted



If found faulty is being rectified

Schedule is being done for all

Major machines



OT, FMHU, ICU



Calendar chart of all VAC

machine is maintained



If machine is ins
BMS is converted
to manual mode



The main power
supply is being
disconnected
from starter panel

Page 2 of 5

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The starter panel wiring is being checked



If wire is found to be loose is being tightened



Motor terminals and V belts are being checked



Filter is being washed and cleaned



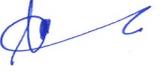
Filter is being refixed



Machine is being started



Page 3 of 5

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Machine ampere
is checked



If everything is
found OK the
checklist is being
closed

Objective: Procedure for operation of Screw Chillers and Air Handling Units (AHU)

Responsibility: A/C Operator **Instructions:**

Check voltage before starting the chiller

Switch Secondary pumps, primary pumps, Condenser motor & cooling tower fans.

Check the water flow pressure in the chiller

Check the values of pumps & chillers

Check all parameters:

Voltage

– Water level

– Discharge temperature

– Display board (temperature and pressure)

Oil Temperature/ pressure

Start the chiller

Observe the chiller parameters for every one-hour and enter the parameters in the logbook.

Page 4 of 5

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For Air handling units (AHU):

Weekly

Check tightness of belts, alignment & greasing of the bearings

Check the Main dampers

Check the air filters (if it is choked clean the filter and replace it)

Check make up tank at terrace and airlock, release in air lock valve in sixth floor header

Monthly

Check electrical connections & chilled water line valve

Check Motors and blower for dust and clean the same

Check Y-Strainer & gazes and change water

Three Months

Check & clean Coil & coil pipes

Complete body wash

Records:

Chillers Log book

Page 5 of 5

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