维修记录 (建筑和设备)

Maintenance Records (structural and equipment)

场所和设备应保持良好的维修和正常运作状态。 Premises and equipment are to be kept in a good state of repair and working order.



维修方案 Maintenance Program

| 任务编号 Task number | 待检区域或设备 Area or equipment to be checked. | 待完成的检查 Check to be done | 频率 How Often |
|---------------------|---|----------------------------|-----------------|
| <i>比如</i> , 1 | 冷藏室 | 由技术人员提供服务 | 每年 |
| <i>比如,2</i> | 干货存储区 | 目测是否有损坏 | 毎月 |
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DM #9695609

维修记录 (建筑和设备)

Maintenance Records (structural and equipment)



场所和设备应保持良好的维修和正常运作状态。

Premises and equipment are to be kept in a good state of repair and working order.

维修表月度任务 (Maintenance Schedule Monthly Task)

✓完成后在任务编号下打钩

Tick task number when completed

| 日期 Date | 任务 编号 Task No: | 跟进措施 Follow up action | 跟进完成日期 Date follow up completed | 检查人员 Checked by |
|-------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--------------------------|---------------------------------------|--------------------|
| 比如,2010年 10月1日 | ✓ | | | | | | | | 左墙有洞待封 | 2010 年 10 月 2 日 洞已封 | Bill Logan |
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维修记录 (建筑和设备)

Maintenance Records (structural and equipment)

场所和设备应保持良好的维修和正常运作状态。



维修表年度任务 (Maintenance schedule yearly tasks)

√完成后在任务编号下打钩

Tick task number when completed

| Tick task number when completed | | | | | | | | | | | |
|---------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|------------------|--------------------------|------------|
| | 任务 | | | |
| 日期 | 编号 | 跟进措施 | 跟进完成日期 | 检查人员 |
| Date | 7m J | 7m J | And J | Aut 7 | And J | Am J | 710 7 | 7m J | | Date follow up | |
| Date | Task No: | Follow up action | Date follow up completed | Checked by |
| | | | | | | | | | | | |
| <i>比如,</i> 2010 | | | | | | | | | 左墙有洞待封 | 2010年10月2 | Bill Logan |
| 年10月1 | ✓ | | | | | | | | | Ħ | |
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| 日 | | | | | | | | | | 洞已封 | |
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