

**VALLEYCARE
OLIVE VIEW-UCLA MEDICAL CENTER/HEALTH CENTERS
DEPARTMENT: FACILITIES
POLICY & PROCEDURE**

**NUMBER: 489
VERSION: 1**

SUBJECT/TITLE: STATEMENT OF POLICY

POLICY: The steamfitter and refrigeration supervisor supervises the personnel assigned to him on page three of the division organization. He assists the Director of Facilities in the planning of work and orders parts and supplies for his personnel. When work is not within his scope and/or other equipment is needed, he will notify the Director of Facilities so that help may be obtained.

PROCEDURE: The Steam and Refrigeration Shop is responsible for, but not limited to, the following:

1. Air-conditioning equipment of the compressor and package unit on roof. This includes changing of the filters.
2. Repair and install air-condition systems.
3. Repairs and upkeep of all refrigeration units, including appliances and built-ins.
4. All ice machine installation and repairs.
5. The installation, maintenance, and repair of all steamlines, steam equipment such as sterilizers, hot water tanks, coils heating systems, water sterilizers, and steam vessels.
6. Packing of pumps, repairs to pumps.
7. Install and repair fuel oil, high temperature hot water, and steam transmission lines.
8. Repair and install air systems.

PURPOSE:

DEPARTMENTS: FACILITIES

DEFINITIONS:

References:	
Approved by: Robert Ross (Director, Facilities)	Date: 08/12/2009
Review Date: 07/12/2015	Revision Date:
Distribution: Facilities	
Original Date: 08/12/2009	