

## REFRIGERATOR FAULT REPORT

BASIC DETAILS	
Country	Date
Region	District
Name of Health Centre	
Contact person at Health Centre	
Phone number	
Email	
Refrigerator Model	
Refrigerator Serial Number	
Name of person completing this report	
Phone number	
Email	
SYMPTOMS	
Vaccine temperature	
Freezer temperature	
What is the reported problem?	
Is the fridge too cold?	
Is the fridge always too warm?	
Does the compressor run?	
Is it always like this, or only sometimes?	
How long has it been like this?	
Has the routine maintenance been done? - if not, suggest it is done now.	

Ask for the refrigerator Fridge-Tag data, or a photo of the Fridge-Tag device.  
Check to see if we have Vaccine Guard data.

**ACTION PLAN**

If necessary, plan a site visit

Make a list of checks to do and tools you need to take  
- remember the troubleshooting guide, tools and test equipment.

Make a list of spare parts take

**RECORD OF SITE VISIT**

Name of technician

Date

Carefully record your findings and take photographs

If you have repaired the refrigerator what work did you do?  
What evidence do you have that the refrigerator is working correctly?

If you have not repaired the refrigerator what will you do next?

If you have replaced the refrigerator, what is the serial number of the new refrigerator?

**SIGN-OFF**

Your signature

Date

Please provide a copy of this record and photographs to Dulas: [andrew.rowbottom@dulas.org.uk](mailto:andrew.rowbottom@dulas.org.uk)  
Please keep a copy for future reference.