SERVICE PLANNING OVERVIEW

Water cooler professional servicing

Use this overview to discuss a planned visit. The work must be appropriate to the cooler, water supply, site conditions and current manufacturer instructions.

This is an overview of possible service tasks, not a technical procedure or a promise that every item is included. Confirm the written scope, parts, frequency, charges and follow-up before booking.

01 Internal hygiene

- The agreed work may include sanitisation of internal water paths and water-contact parts.
- Discuss the cleaning of taps, dispense points and key hygiene areas.
- For bottled units, include inspection of the bottle-contact area where relevant.

02 Filters and water performance

- Confirm any filter replacement required by the selected system and service plan.
- Discuss flow, taste observations, scale and other reported water-quality concerns.
- Agree any further investigation or testing separately where needed.

03 Technical and safety checks

- Relevant work may include cooling performance, operating temperature, controls and indicators.
- Electrical inspection and technical work require competent, authorised personnel.
- Check the agreed scope for leaks, seals, damage, stability and operation.

04 External condition and access

- Include the external touch points, drip tray and ventilation areas in the discussion.
- Check that siting and access allow the agreed service to be completed.
- Record any condition or access issue that needs separate action.

05 Plan around the actual cooler

- Provide the model, supply type, use level, service history and current concerns.
- Set the service approach from manufacturer guidance and site needs; there is no universal interval in this guide.
- Repairs, replacement parts or extra work may require separate agreement.

06 Records and handover

- Confirm which service report, filter record, findings and recommendations will be supplied.
- Keep the approved user-cleaning routine in place between visits.
- A service record documents work performed; it does not certify the whole site or water-safety system.