

# Dry Cleaning Audit Sheet



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## Coventry 2 Store

246 Alvis Works Holyhead  
Road Coventry CV5 8BX

### Trained personnel at this store:

Tel: 024 7660 1333

**Mel Elliot**

*Dry Cleaning Supervisor*

**George Lane**

*Dry Cleaning Checkout Operator*

**Gail Turley**

*Dry Cleaning Checkout Operator*

**Shani Ladds**

*Dry Cleaning Checkout Operator*

**Patricia Scott**

*Dry Cleaning Checkout Operator*

**Rachel Coles**

*Dry Cleaning Checkout Operator*

**Mavis Thorpe**

*Dry Cleaning Checkout Operator*

**Chris Winters**

*Dry Cleaning Checkout Operator*

**Rachel Scott**

*Dry Cleaning Checkout Operator*



# Engineer's Worksheet



**MORRISONS**

All invoices must be supported by a copy of the Morrisons Engineer's Worksheet.  
Please quote the Worksheet number on your invoice.

Supplier name: <i>Morrisons</i>	Plant number:	Department: <i>D/decurs</i>
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<b>Invoice to:</b> <b>Wm Morrison Supermarkets PLC</b> <b>Hilmore House, Gain Lane,</b> <b>Bradford BD3 7DL</b>	<b>Worksheet number:</b> Store number: <input type="text"/> Date: <input type="text"/> Alpha sequ: <input type="text"/> 248 081111 <input type="checkbox"/>	<b>Nature of visit (please tick)</b> Call out: <input checked="" type="checkbox"/> Return visit: <input type="checkbox"/> Scheduled visit: <input type="checkbox"/> Order number: (if applicable) <input type="text"/>
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Equipment:	Fault:

Model	Serial number	Description of work carried out
<i>WES0</i>		<i>dec decur</i>
Quantity	Part number	Parts fitted/Materials supplied

Is job complete? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> If no, give approx timescale to complete
Number of Engineers working: _____ Number of vehicles used (specify type): _____
On-site start time: <i>16</i> Hrs <i>40</i> Mins Travel time (where applicable): _____ Hrs _____ Mins
Departure time: <i>17</i> Hrs <i>30</i> Mins Miles travelled (where applicable): _____ Miles
Chargeable: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> If yes, give reason: _____

Further work or materials required/Engineer's comments (if any):	General Manager's comments and action taken (if any):

**ENGINEER'S DECLARATION:**  
I certify that the equipment listed above is in safe working order.

Signed:

Print: Date: *18/11/11*

Safe working order means fully safe (complying with all current health and safety, food safety and other statutory requirements), in sound working and electromagnetic order (with fully functioning integral control, safety or indicating devices), having no missing or damaged parts or components and operating in accordance with the manufacturer's specifications and instructions.

**General Manager's Declaration:**  
I certify that the engineer has confirmed that the work described above has been carried out and that he/she has signed the Engineer's Declaration to that effect.

Signed: Date: *18/11/11*

Print: Position: \_\_\_\_\_

I confirm that I am/am not\* satisfied with the work carried out. If you are not satisfied please complete comments sections and do not sign the above declaration.  
\*Delete as appropriate

**ENGINEERS SERVICE REPORT**

18465

**FIRBIMATIC**

A DIVISION OF **ALEXREID**  
It's the business for garment care

DATE 16 Nov 11

ENGINEERS NAME [REDACTED]  
CUSTOMER NAME Morrison's  
ADDRESS Coventry  
TOWN ..... POST CODE .....  
JOB NO' ..... ORDER NO' .....

9 ASHVILLE WAY  
WHETSTONE  
LEICESTER  
LE8 6NU  
TEL: (0116) 275 3636  
FAX: (0116) 275 3939

REPORTED FAULT

MACHINE TYPE 2018

Service x 2  
2018 D/C Mach.

SERIAL NUMBER .....

REPORT	PARTS FITTED			
	QTY	PART NO'	DESCRIPTION	FROM
<u>Service as per sheet</u>				
<u>Machines are 2005</u>	<u>2</u>	<u>X GASE</u>	<u>30130</u>	
<u>The Pudge coil need</u>			<u>1/stock</u>	
<u>to be remove &amp; pressure</u>				
<u>Washed</u>				
<u>Clamp Meter Heater Air</u>				
<u>element shows that</u>				
<u>at least 2 in each</u>				
<u>machine are not working</u>				
<u>11. 11 8 Amp.</u>				
<u>11. 11 6.7 Amp.</u>				
<u>Using TR6. Flaming</u>				
<u>DASSAN second Water Valve etc</u>				

PARTS RETURNED			
QTY	PART NO'	DESCRIPTION	

From : vk = van kit os = on site + advice note number st = stores

DAY / DATE'			FURTHER WORK REQUIRED
TRAVEL START	<u>6.30</u>		
SITE START	<u>7.30.</u>		
SITE FINISH	<u>12.45.</u>		
TRAVEL FINISH			
MEAL BREAK			
TOTAL SITE TIME			
EXPENSES			
MILEAGE			
NUMBER OF ENGINEERS			

JOB CHARGE CODE.....  
WARRANTY / CHARGEABLE / CONTRACT / RECALL

ENGINEER SIGNATURE [REDACTED]  
Please complete below to indicate above work is completed and time is correct. By signing you agree to pay for all parts along with relevant call out fee and for time spent on site at the current rates. Warranty visits and warranty parts will be non chargeable.

CUSTOMER NAME (please print) [REDACTED]

CUSTOMER SIGNATURE [REDACTED]

OFFICE USE ONLY :

# Engineer's Worksheet



MORRISONS

All invoices must be supported by a copy of the Morrisons Engineer's Worksheet.  
Please quote the Worksheet number on your invoice.

Supplier name: <u>Fabimatic</u>	Plant number:	Department: <u>Dry clean</u>
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Invoice to: <b>Wm Morrison Supermarkets PLC</b> Hilmore House, Gain Lane, Bradford BD3 7DL	Worksheet number: <u>18465</u>	Nature of visit (please tick)
	Store number: <u>246</u> Date: <u>16/11/11</u> Alpha sequ: <input type="checkbox"/>	Call out: <input type="checkbox"/> Return visit: <input type="checkbox"/> Scheduled visit: <input type="checkbox"/> Order number: (if applicable)

Equipment: <u>Service</u> <u>Dry clean Machine</u> <u>Washing TABLE FLOWING WATER</u>	Fault:
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Model	Serial number	Description of work carried out
<u>2018</u>	<u>1</u>	<u>Service</u>
<u>2018</u>	<u>2</u>	<u>Sen</u>
<u>BARBANTI</u>	<u>TABLE 2</u>	<u>Water in sealant. Had swept under seal clean out now.</u>
Quantity	Part number	Parts fitted/Materials supplied
<u>2</u>	<u>X 30130</u>	<u>STILL DOOR SEALS</u>

Is job complete?    YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> If no, give approx timescale to complete
Number of Engineers working:    Number of vehicles used (specify type):
On-site start time: <u>7</u> Hrs <u>30</u> Mins    Travel time (where applicable):    Hrs    Mins
Departure time: <u>12</u> Hrs <u>45</u> Mins    Miles travelled (where applicable):    Miles
Chargeable:    YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, give reason:

Further work or materials required/Engineer's comments (if any): <u>Cooler fridge BATTERYS</u> <u>Need removing to</u> <u>be cleaned</u> <u>TEST SHOWS 2 elements</u> <u>in Air Heater need change</u>	General Manager's comments and action taken (if any):
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<b>ENGINEER'S DECLARATION:</b> I certify that the equipment listed above is in safe working order.  Signed:  Print:     Date: <u>16/11/11</u>	<b>General Manager's Declaration:</b> I certify that the engineer has confirmed that the work described above has been carried out and that he/she has signed the Engineer's Declaration to that effect.  Signed:     Date: <u>16/11/11</u>  Print:     Position:
--	--

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I confirm that I am/am not\* satisfied with the work carried out. If you are not satisfied please complete comments sections and do not sign the above declaration.  
\*Delete as appropriate



# Engineer's Worksheet



MORRISONS

All invoices must be supported by a copy of the Morrisons Engineer's Worksheet.  
Please quote the Worksheet number on your invoice.

Supplier name: <span style="background-color:black; color:black;">[REDACTED]</span> / <i>FIRBIMATE</i>	Plant number:	Department: <i>Dry cleaning</i>
--	---------------	---------------------------------

<b>Invoice to:</b> Wm Morrison Supermarkets PLC Hilmore House, Gain Lane, Bradford BD3 7DL	<b>Worksheet number:</b> Store number: <i>246</i> Date: <i>14/11/11</i> Alpha sequ: <input type="checkbox"/>	<b>Nature of visit (please tick)</b> Call out: <input checked="" type="checkbox"/> Return visit: <input type="checkbox"/> Scheduled visit: <input type="checkbox"/> Order number: (if applicable) <i>47245</i>
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Equipment: <i>BARBANTI TABLE 403 N°2</i>	Fault: <i>No pressure</i>
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Model	Serial number	Description of work carried out
<i>BARBANTI TABLE N°2</i>		<i>Replaced blown fuse. Strip and unseize pump infello rebuild + Test ok.</i>

Quantity	Part number	Parts fitted/Materials supplied
<i>2</i>	<i>FUSE03014</i>	<i>10A 5x20mm fuses.</i>

Is job complete? YES  NO  If no, give approx timescale to complete

Number of Engineers working: *1* Number of vehicles used (specify type):

On-site start time: *16* Hrs *10* Mins      Travel time (where applicable):      Hrs      Mins

Departure time: *17* Hrs *45* Mins      Miles travelled (where applicable):      Miles

Chargeable: YES  NO  If yes, give reason:

Further work or materials required/Engineer's comments (if any):	General Manager's comments and action taken (if any):
<i>/</i>	

<b>ENGINEER'S DECLARATION:</b> I certify that the equipment listed above is in safe working order. Signed: <span style="background-color:black; color:black;">[REDACTED]</span> Print: <span style="background-color:black; color:black;">[REDACTED]</span> Date: <i>14-11-11</i>	<b>General Manager's Declaration:</b> I certify that the engineer has confirmed that the work described above has been carried out and that he/she has signed the Engineer's Declaration to that effect. Signed: <span style="background-color:black; color:black;">[REDACTED]</span> Date: <i>14/11/11</i> Print: <span style="background-color:black; color:black;">[REDACTED]</span> Position: <i>DC/</i>
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\*Delete as appropriate





# Alex Reid Group

## Drycleaning Machine Service Schedule (all solvents) **DC 5827**

**PLEASE USE ADDITIONAL INFORMATION NOTES ONE SHEET PER MACHINE**

<b>(1) STILL</b>		Multi-solvent see 24 item (e)		<b>(11) LOADING DOOR</b>	
a) Rake out still		<input checked="" type="checkbox"/>		a) Check Loading door seal	<input checked="" type="checkbox"/>
b) Service safety valve		<input checked="" type="checkbox"/>		b) hinge adjustment	<input checked="" type="checkbox"/>
c) Clean sight glass		<input checked="" type="checkbox"/>		c) interlock & micro switch	<input checked="" type="checkbox"/>
d) Change oil in still jacket	WATER	<input checked="" type="checkbox"/>		d) loading door mechanism	<input checked="" type="checkbox"/>
e) Check door seal		<input checked="" type="checkbox"/>		e) drum	<input checked="" type="checkbox"/>
f) sight glass seal		<input checked="" type="checkbox"/>		<b>(12) BELTS</b>	
g) float		<input checked="" type="checkbox"/>		a) Check for wear / adjustment	<input checked="" type="checkbox"/>
h) element connections		<input checked="" type="checkbox"/>		<b>(13) BEARING HOUSING</b>	
i) low level water-probe / water level		<input checked="" type="checkbox"/>		a) Check belts	<input checked="" type="checkbox"/>
j) interlock & micro switch		<input checked="" type="checkbox"/>		<b>(14) SOAP INJECTORS - HOPPER</b>	
k) condense thermostat		<input checked="" type="checkbox"/>		a) Check operation	1 <input checked="" type="checkbox"/> 2
l) boiler pressure		<input checked="" type="checkbox"/>		<b>(15) BASE TANKS</b>	
<b>(2) STILLS WITH SLUDGE PUMP-OUT</b>				a) Clean sight glasses	Multi-solvent essential
a) Check outlet / drain		<input checked="" type="checkbox"/>		b) tanks	Multi-solvent essential
b) valves		<input checked="" type="checkbox"/>		c) Check seals	Multi-solvent essential
c) sludge drum float		<input checked="" type="checkbox"/>		<b>(16) SPRAY UNIT (if fitted)</b>	
d) for leaks		<input checked="" type="checkbox"/>		Check spray nozzle	1 <input checked="" type="checkbox"/> 2
e) pump		<input checked="" type="checkbox"/>		a) strainers	<input checked="" type="checkbox"/>
<b>(3) SEPARATORS</b>		Multi-solvent see 24 items (a) (b) (c) (d) (f)		b) operation	<input checked="" type="checkbox"/>
a) Drain		1 <input checked="" type="checkbox"/>	2 <input checked="" type="checkbox"/>	<b>(17) CARBON RECOVERY UNIT</b>	
b) Check water drain valve		1 <input checked="" type="checkbox"/>	2 <input checked="" type="checkbox"/>	a) Check boiler / heat source	<input checked="" type="checkbox"/>
c) Clean separator & sight glass		1 <input checked="" type="checkbox"/>	2 <input checked="" type="checkbox"/>	b) water level	<input checked="" type="checkbox"/>
<b>(4) CONDENSER</b>				c) elements	<input checked="" type="checkbox"/>
a) Check lid seal		<input checked="" type="checkbox"/>		Visual inspection (run 10 min to ensure hot)	
b) modulating valve (danfoss)		<input checked="" type="checkbox"/>		<b>(18) ELECTRICAL</b>	
<b>(5) ECO FILTER</b>				a) Clamp test all elements (drying & still)	D <input checked="" type="checkbox"/> S <input checked="" type="checkbox"/>
a) Remove filter		1 <input checked="" type="checkbox"/>	2 <input checked="" type="checkbox"/>	b) Check: 3PH terminals	<input checked="" type="checkbox"/>
b) Check discs		1 <input checked="" type="checkbox"/>	2 <input checked="" type="checkbox"/>	e) rotation of all motors	<input checked="" type="checkbox"/>
c) seals		1 <input checked="" type="checkbox"/>	2 <input checked="" type="checkbox"/>	d) lamps	<input checked="" type="checkbox"/>
d) belts		1 <input checked="" type="checkbox"/>	2 <input checked="" type="checkbox"/>	e) thermostats / sensors	<input checked="" type="checkbox"/>
<b>(6) CARBON FILTER</b>				<b>(19) PNEUMATICS</b>	
a) Change cartridge / carbon		1 <input checked="" type="checkbox"/>	2 <input checked="" type="checkbox"/>	a) Check Air regulator / lubricator	<input checked="" type="checkbox"/>
b) Check seals		1 <input checked="" type="checkbox"/>	2 <input checked="" type="checkbox"/>	b) for air leaks	<input checked="" type="checkbox"/>
<b>(7) RECOVERY HEAD</b>				c) cuit in air compressor (if fitted)	<input checked="" type="checkbox"/>
a) Clean lint screen		<input checked="" type="checkbox"/>		<b>(20) FIXINGS</b>	
b) Remove lint from screen area		<input checked="" type="checkbox"/>		a) Holding down bolts	<input checked="" type="checkbox"/>
c) Drycontrol unit		<input checked="" type="checkbox"/>		<b>(21) STRAINERS</b>	
d) Replace carbon in exhaust pod		<input checked="" type="checkbox"/>		a) Water - stream	W <input checked="" type="checkbox"/> S
e) Check interlock & micro switch		<input checked="" type="checkbox"/>		<b>(22) MISCELLANEOUS</b>	
f) seal		<input checked="" type="checkbox"/>		a) Clean cooling fans on motors	<input checked="" type="checkbox"/>
g) drain		<input checked="" type="checkbox"/>		b) Clean vent on inverter housing	<input checked="" type="checkbox"/>
h) batteries (fridge & heater)		<input checked="" type="checkbox"/>			
i) modulating valve (danfoss)		<input checked="" type="checkbox"/>			
<b>(8) SELF CLEANING LINT SCREEN</b>				<b>(23) RUN M/C CHECK 2 BATH + GARMENTS</b>	
a) Clean bars		<input checked="" type="checkbox"/>		a) Filter pressure (1 bar)	1 <input checked="" type="checkbox"/> 2
b) Clean strainer (if fitted)		<input checked="" type="checkbox"/>		b) Distillation	<input checked="" type="checkbox"/>
<b>(9) SOLVENT CHILLER (if fitted)</b>				a) Valve operation	<input checked="" type="checkbox"/>
a) Check seal		<input checked="" type="checkbox"/>		d) Fridge gas level	<input checked="" type="checkbox"/>
b) Remove & clean		<input checked="" type="checkbox"/>		e) Fridge high pressure (20 bar)	<input checked="" type="checkbox"/>
<b>(10) BUTTON TRAP</b>				f) Visual solvent leak inspection	<input checked="" type="checkbox"/>
a) Check interlock & micro switch		<input checked="" type="checkbox"/>		g) PH Test of distilled solvent (see additional notes)	PH
b) seal		<input checked="" type="checkbox"/>			
c) pipe from cage to basket		<input checked="" type="checkbox"/>			
d) level control		<input checked="" type="checkbox"/>			
<b>(24) MULTI-SOLVENT MACHINE ONLY</b>					
a) Clean vacuum tank				e) Clean anti-foam probes in still	
c) pre-still holding tank				f) sensor in separator/s	1 <input checked="" type="checkbox"/> 2
c) vacuum pump strainer				g) Check nitrogen system	
d) pre-still & after-still tanks / floats		P <input checked="" type="checkbox"/>	A <input checked="" type="checkbox"/>	h) vacuum (still & drum)	S <input checked="" type="checkbox"/> D
CUSTOMER NAME <i>NM - COVENTRY</i>		MODEL / SERIAL No <i>52018</i>			
ENGINEERS NAME		JOB SHEET No <i>17947</i>		DATE <i>24/10/11</i>	
CUSTOMERS SIGNATURE		PRINT NAME			
COPIES		White: Customer		Green: Office	
		Yellow: Office-2		Pink: Engineer retain	

# Alex Reid Group

## Drycleaning Machine Service Schedule (all solvents) **DC 5827**

PLEASE USE ADDITIONAL INFORMATION NOTES ONE SHEET PER MACHINE

<b>(1) STILL</b> Multi-solvent see 24 item (e)		<b>(11) LOADING DOOR</b>	
a) Rake out still	✓	a) Check Loading door seal	✓
b) Service safety valve	✓	b) hinge adjustment	✓
c) Clean sight glass	✓	c) interlock & micro switch	✓
d) Change oil in still jacket	✓	d) loading door mechanism	✓
e) Check door seal	✓	e) drum	✓
f) sight glass seal	✓	<b>(12) BELTS</b>	
g) float	✓	a) Check for wear / adjustment	✓
h) element connections	✓	<b>(13) BEARING HOUSING</b>	
i) low level water-probe / water level	✓	a) Check belts	✓
j) interlock & micro switch	✓	<b>(14) SOAP INJECTORS - HOPPER</b>	
k) condense thermostat	✓	a) Check operation	1 ✓ 2
l) boiler pressure	✓	<b>(15) BASE TANKS</b>	
<b>(2) STILL WITH SLUDGE PUMP-OUT</b>		a) Clean sight glasses	Multi-solvent essential
a) Check outlet / drain	✓	b) tanks	Multi-solvent essential
b) valves	✓	c) Check seals	Multi-solvent essential
c) sludge drum float	✓	<b>(16) SPRAY UNIT (if fitted)</b>	
d) for leaks	✓	Check spray nozzle	1 ✓ 2
e) pump	✓	a) strainers	✓
<b>(3) SEPARATORS</b> Multi-solvent see 24 items (a) (b) (c) (d) (f)		b) operation	✓
a) Drain	1 ✓ 2	<b>(17) CARBON RECOVERY UNIT</b>	
b) Check water drain valve	1 ✓ 2	a) Check boiler / heat source	✓
c) Clean separator & sight glass	1 ✓ 2	b) water level	✓
<b>(4) CONDENSER</b>		c) elements	✓
a) Check lid seal	✓	Visual inspection (run 10 min to ensure hot)	✓
b) modulating valve (danfoss)	✓	<b>(18) ELECTRICAL</b>	
<b>(5) ECO FILTER</b>		a) Clamp test all elements (drying & still)	D ✓ S ✓
a) Remove filter	1 2	b) Check: 3PH terminals	✓
b) Check discs	1 2	e) rotation of all motors	✓
c) seals	1 ✓ 2	d) lamps	✓
d) belts	1 ✓ 2	e) thermostats / sensors	✓
<b>(6) CARBON FILTER</b>		<b>(19) PNEUMATICS</b>	
a) Change cartridge / carbon	1 2	a) Check Air regulator / lubricator	✓
b) Check seals	1 ✓ 2	b) for air leaks	✓
<b>(7) RECOVERY HEAD</b>		c) cuit in air compressor (if fitted)	✓
a) Clean lint screen	✓	<b>(20) FIXINGS</b>	
b) Remove lint from screen area	✓	a) Holding down bolts	✓
c) Drycontrol unit	✓	<b>(21) STRAINERS</b>	
d) Replace carbon in exhaust pod	✓	a) Water - stream	W ✓ S
e) Check interlock & micro switch	✓	<b>(22) MISCELLANEOUS</b>	
f) seal	✓	a) Clean cooling fans on motors	✓
g) drain	✓	b) Clean vent on inverter housing	✓
h) batteries (fridge & heater)	✓		
i) modulating valve (danfoss)	✓		
<b>(8) SELF CLEANING LINT SCREEN</b>		<b>(23) RUN M/C CHECK 2 BATH + GARMENTS</b>	
a) Clean bars	✓	a) Filter pressure (1 bar)	1 ✓ 2
b) Clean strainer (if fitted)	✓	b) Distillation	✓
<b>(9) SOLVENT CHILLER (if fitted)</b>		a) Valve operation	✓
a) Check seal	✓	d) Fridge gas level	✓
b) Remove & clean	✓	e) Fridge high pressure (20 bar)	✓
<b>(10) BUTTON TRAP</b>		f) Visual solvent leak inspection	✓
a) Check interlock & micro switch	✓	g) PH Test of distilled solvent (see additional notes)	PH
b) seal	✓		
c) pipe from cage to basket	✓		
d) level control	✓		
<b>(24) MULTI-SOLVENT MACHINE ONLY</b>			
a) Clean vacuum tank	✓	e) Clean anti-foam probes in still	✓
c) pre-still holding tank	✓	f) sensor in separator/s	1 2
e) vacuum pump strainer	✓	g) Check nitrogen system	✓
d) pre-still & after-still tanks / floats	P A	h) vacuum (still & drum)	S D
CUSTOMER NAME <i>NM - COVENTRY</i>		MODEL / SERIAL No <i>S2018</i>	
ENGINEERS NAME <i>[REDACTED]</i>		JOB SHEET No <i>17947</i>	DATE <i>24/10/11</i>
CUSTOMERS SIGNATURE <i>[REDACTED]</i>		PRINT NAME	
COPIES White: Customer Green: Office Yellow: Office-2 Pink: Engineer retain			

# Engineer's Worksheet



**MORRISONS**

All invoices must be supported by a copy of the Morrisons Engineer's Worksheet.  
Please quote the Worksheet number on your invoice.

Supplier name: <b>FIRBIMATIC</b>	Plant number:	Department: <b>D/C</b>
----------------------------------	---------------	------------------------

Invoice to: <b>Wm Morrison Supermarkets PLC          Hilmore House, Gain Lane,          Bradford BD3 7DL</b>	Worksheet number: Store number: <b>246</b> Date: <b>24/10/11</b> Alpha sequ: <input type="checkbox"/>	Nature of visit (please tick) Call out: <input type="checkbox"/> Return visit: <input type="checkbox"/> Scheduled visit: <input checked="" type="checkbox"/> Order number: (if applicable) <input type="text"/>
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Equipment:	Fault: <b>Service</b>
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Model	Serial number	Description of work carried out
<b>S2018</b>	<b>192.FS.0064</b>	<b>Service DCM x2</b>
<b>S2018</b>	<b>192.FS.0065</b>	<b>30LTR'S OF SOLVENT ADDED</b>
Quantity	Part number	Parts fitted/Materials supplied
<b>1</b>	<b>01508</b>	<b>4 Sole</b>

Is job complete? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> If no, give approx timescale to complete
Number of Engineers working: <b>1</b> Number of vehicles used (specify type):
On-site start time: <b>09</b> Hrs <b>00</b> Mins      Travel time (where applicable):      Hrs      Mins
Departure time: <b>12</b> Hrs <b>15</b> Mins      Miles travelled (where applicable):      Miles
Chargeable: YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, give reason:

Further work or materials required/Engineer's comments (if any):	General Manager's comments and action taken (if any):

<b>ENGINEER'S DECLARATION:</b> I certify that the equipment listed above is in safe working order.  Signed: Print:       Date: <b>24/10/11</b>	<b>General Manager's Declaration:</b> I certify that the engineer has confirmed that the work described above has been carried out and that he/she has signed the Engineer's Declaration to that effect.  Signed:       Date: <b>24/10/11</b> Print:       Position: <b>DCM</b>
<small>Safe working order means fully safe (complying with all current health and safety, food safety and other statutory requirements), in sound working and electromagnetic order (with fully functioning integral control, safety or indicating devices), having no missing or damaged parts or components and operating in accordance with the manufacturer's specifications and instructions.</small>	
<small>I confirm that I am/am not* satisfied with the work carried out. If you are not satisfied please complete comments sections and do not sign the above declaration. *Delete as appropriate</small>	



# ENGINEERS SERVICE REPORT 14441



A DIVISION OF **ALEXREID**

*It's the business for garment care*

UNIT 2, RACECOURSE ROAD

PERSHORE

WORCESTERSHIRE

WR10 2EY

TEL: 01386 555582

FAX: 01386 556841

ENGINEERS NAME [REDACTED] DATE 30-9-11  
 CUSTOMER NAME MORRISONS 246  
 ADDRESS .....  
 TOWN COUNTRY POST CODE .....  
 JOB NO 45963 ORDER NO .....  
 REPORTED FAULT

MACHINE TYPE 2x S2018'S  
 ① 192F50064  
 SERIAL NUMBER ② 192F50065

SERVICE

REPORT

SERVICE 2x S2018' DCMs  
DCM N°1  
 Service Drain still as  
 full still, unblock.  
 Pump out pipe work.  
 30L solvent added.

DCM N°2  
 Service, 30L solvent  
 added, fitted new  
 Lint screen door gasket.

PARTS FITTED			
QTY	PART NO'	DESCRIPTION	FROM
1	GASKD 3019	LINT SCREEN DOOR GASKET	VK

PARTS RETURNED			
QTY	PART NO'	DESCRIPTION	

From : vk = van kit os = on site + advice note number st = stores

DAY / DATE		
TRAVEL START	12.15	
SITE START	1.50	
SITE FINISH	5.30	
TRAVEL FINISH		
MEAL BREAK		
TOTAL SITE TIME		
EXPENSES		
MILEAGE		
NUMBER OF ENGINEERS		

FURTHER WORK REQUIRED

JOB CHARGE CODE Contract  
 WARRANTY / CHARGEABLE / CONTRACT / RECALL

ENGINEER SIGNATURE [REDACTED]  
 Please complete below to indicate above work is completed and time is correct. By signing you agree to pay for all parts along with relevant call out fee and for time spent on site at the current rates. Warranty visits and warranty parts will be non chargeable.

CUSTOMER NAME (please print) [REDACTED]

CUSTOMER SIGNATURE [REDACTED]

OFFICE USE ONLY :

# Engineer's Worksheet



MORRISONS

All invoices must be supported by a copy of the Morrisons Engineer's Worksheet.  
Please quote the Worksheet number on your invoice.

Supplier name: <b>FIRBIMATIC</b>	Plant number:	Department: <b>Dry cleaning</b>
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<b>Invoice to:</b> Wm Morrison Supermarkets PLC Hilmore House, Gain Lane, Bradford BD3 7DL	<b>Worksheet number:</b> Store number: <b>246</b> Date: <b>30/09/11</b> Alpha sequ: <input type="checkbox"/>	<b>Nature of visit (please tick)</b> Call out: <input type="checkbox"/> Return visit: <input type="checkbox"/> Scheduled visit: <input checked="" type="checkbox"/> Order number: (if applicable) <b>45963</b>
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Equipment:	Fault:

Model	Serial number	Description of work carried out
S2018	192FS0064	SERVICE + 30L Solvent added
S2018	192FS0065	SERVICE + 30L Solvent added
<i>check all equipment.</i>		
Quantity	Part number	Parts fitted/Materials supplied
1	GASKO 3019	LINT SCREEN DOOR GASKET.

Is job complete? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> If no, give approx timescale to complete
Number of Engineers working: <b>1</b> Number of vehicles used (specify type):
On-site start time: <b>13</b> Hrs <b>50</b> Mins    Travel time (where applicable):    Hrs    Mins
Departure time: <b>17</b> Hrs <b>30</b> Mins    Miles travelled (where applicable):    Miles
Chargeable: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> If yes, give reason:

Further work or materials required/Engineer's comments (if any):	General Manager's comments and action taken (if any):

**ENGINEER'S DECLARATION:**  
I certify that the equipment listed above is in safe working order.

Signed:

Print:    Date: **30-9-11**

**General Manager's Declaration:**  
I certify that the engineer has confirmed that the work described above has been carried out and that he/she has signed the Engineer's Declaration to that effect.

Signed:    Date: **30/9/11**

Print:    Position: **Gen**

Safe working order means fully safe (complying with all current health and safety, food safety and other statutory requirements), in sound working and electromagnetic order (with fully functioning integral control, safety or indicating devices), having no missing or damaged parts or components and operating in accordance with the manufacturer's specifications and instructions.

I confirm that I am/am not\* satisfied with the work carried out. If you are not satisfied please complete comments sections and do not sign the above declaration.  
\*Delete as appropriate

# Alex Reid Group

## Drycleaning Machine Service Schedule (all solvents) **DC 5855**

PLEASE USE ADDITIONAL INFORMATION NOTES

**ONE SHEET PER MACHINE**

<b>(1) STILL</b>		Multi-solvent see 24 item (e)		<b>(11) LOADING DOOR</b>	
a) Rake out still	<input checked="" type="checkbox"/>	a) Check Loading door seal	<input checked="" type="checkbox"/>		
b) Service safety valve	<input checked="" type="checkbox"/>	b) hinge adjustment	<input checked="" type="checkbox"/>		
c) Clean sight glass	<input checked="" type="checkbox"/>	c) interlock & micro switch	<input checked="" type="checkbox"/>		
d) Change oil in still jacket	WATER	d) loading door mechanism	<input checked="" type="checkbox"/>		
e) Check door seal	<input checked="" type="checkbox"/>	e) drum	<input checked="" type="checkbox"/>		
f) sight glass seal	<input checked="" type="checkbox"/>	<b>(12) BELTS</b>			
g) float	<input checked="" type="checkbox"/>	a) Check for wear / adjustment	<input checked="" type="checkbox"/>		
h) element connections	<input checked="" type="checkbox"/>	<b>(13) BEARING HOUSING</b>			
i) low level water-probe / water level	<input checked="" type="checkbox"/>	a) Check belts	<input checked="" type="checkbox"/>		
j) interlock & micro switch	<input checked="" type="checkbox"/>	<b>(14) SOAP INJECTORS - HOPPER</b>			
k) condense thermostat	<input checked="" type="checkbox"/>	a) Check operation	1	2	
l) boiler pressure	<input checked="" type="checkbox"/>	<b>(15) BASE TANKS</b>			
<b>(2) STILLS WITH SLUDGE PUMP-OUT</b>		a) Clean sight glasses	Multi-solvent essential	<input checked="" type="checkbox"/>	
a) Check outlet / drain	<input checked="" type="checkbox"/>	b) tanks	Multi-solvent essential	<input checked="" type="checkbox"/>	X OK
b) valves	<input checked="" type="checkbox"/>	c) Check seals	Multi-solvent essential	<input checked="" type="checkbox"/>	X OK
c) sludge drum float	<input checked="" type="checkbox"/>	<b>(16) SPRAY UNIT (if fitted)</b>			
d) for leaks	<input checked="" type="checkbox"/>	Check spray nozzle	1	2	
e) pump	<input checked="" type="checkbox"/>	a) strainers	<input checked="" type="checkbox"/>		
<b>(3) SEPARATORS</b>		b) operation	<input checked="" type="checkbox"/>		
Multi-solvent see 24 items (a) (b) (c) (d) (f)		<b>(17) CARBON RECOVERY UNIT</b>			
a) Drain	1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/>	a) Check boiler / heat source	<input checked="" type="checkbox"/>		
b) Check water drain valve	1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/>	b) water level	<input checked="" type="checkbox"/>		
c) Clean separator & sight glass	1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/>	c) elements	<input checked="" type="checkbox"/>		
<b>(4) CONDENSER</b>		Visual inspection (run 10 min to ensure hot)			
a) Check lid seal	<input checked="" type="checkbox"/>	<b>(18) ELECTRICAL</b>			
b) modulating valve (danfoss)	<input checked="" type="checkbox"/>	a) Clamp test all elements (drying & still)	D	S	
<b>(5) ECO FILTER</b>		b) Check: 3PH terminals	<input checked="" type="checkbox"/>		
a) Remove filter	OK 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/>	e) rotation of all motors	<input checked="" type="checkbox"/>		
b) Check discs	OK 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/>	d) lamps	<input checked="" type="checkbox"/>		
c) seals	1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/>	e) thermostats / sensors	<input checked="" type="checkbox"/>		
d) belts	1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/>	<b>(19) PNEUMATICS</b>			
<b>(6) CARBON FILTER</b>		a) Check Air regulator / lubricator	<input checked="" type="checkbox"/>		
a) Change cartridge / carbon	OK 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/>	b) for air leaks	<input checked="" type="checkbox"/>		
b) Check seals	1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/>	c) <del>1</del> x cuit-in-air compressor (if fitted) hydro	<input checked="" type="checkbox"/>		
<b>(7) RECOVERY HEAD</b>		<b>(20) FIXINGS</b>			
a) Clean lint screen	<input checked="" type="checkbox"/>	a) Holding down bolts	<input checked="" type="checkbox"/>		
b) Remove lint from screen area	<input checked="" type="checkbox"/>	<b>(21) STRAINERS</b>			
c) Drycontrol unit	<input checked="" type="checkbox"/>	a) Water - stream	W	S	
d) Replace carbon in exhaust pod	NA	<b>(22) MISCELLANEOUS</b>			
e) Check interlock & micro switch	<input checked="" type="checkbox"/>	a) Clean cooling fans on motors	<input checked="" type="checkbox"/>		
f) seal	<input checked="" type="checkbox"/>	b) Clean vent on inverter housing	<input checked="" type="checkbox"/>		
g) drain	<input checked="" type="checkbox"/>				
h) batteries (fridge & heater)	<input checked="" type="checkbox"/>				
i) modulating valve (danfoss)	<input checked="" type="checkbox"/>				
<b>(8) SELF CLEANING LINT SCREEN</b>		<b>(23) RUN M/C CHECK 2 BATH + GARMENTS</b>			
a) Clean bars	<input checked="" type="checkbox"/>	a) Filter pressure (1 bar)	1	2	
b) Clean strainer (if fitted)	<input checked="" type="checkbox"/>	b) Distillation	<input checked="" type="checkbox"/>		
<b>(9) SOLVENT CHILLER (if fitted)</b>		a) Valve operation	<input checked="" type="checkbox"/>		
a) Check seal	<input checked="" type="checkbox"/>	d) Fridge gas level	<input checked="" type="checkbox"/>		
b) Remove & clean	<input checked="" type="checkbox"/>	e) Fridge high pressure (20 bar)	<input checked="" type="checkbox"/>		
<b>(10) BUTTON TRAP</b>		f) Visual solvent leak inspection	<input checked="" type="checkbox"/>		
a) Check interlock & micro switch	<input checked="" type="checkbox"/>	g) PH Test of distilled solvent (see additional notes)	PH		
b) seal	<input checked="" type="checkbox"/>				
c) pipe from cage to basket	<input checked="" type="checkbox"/>				
d) level control	<input checked="" type="checkbox"/>				
<b>(24) MULTI-SOLVENT MACHINE ONLY</b>					
a) Clean vacuum tank	<input checked="" type="checkbox"/>	e) Clean anti-foam probes in still	<input checked="" type="checkbox"/>		
c) pre-still holding tank	<input checked="" type="checkbox"/>	f) sensor in separator/s	1	2	
c) vacuum pump strainer	<input checked="" type="checkbox"/>	g) Check nitrogen system	<input checked="" type="checkbox"/>		
d) pre-still & after-still tanks / floats	P A	h) vacuum (still & drum)	S	D	
CUSTOMER NAME <i>MIDLANDS COV</i>		MODEL / SERIAL No <i>07 52018 192 F 50066</i>			
ENGINEERS NAME <i>[REDACTED]</i>		JOB SHEET No <i>12221</i>		DATE <i>30-9-11</i>	
CUSTOMERS SIGNATURE		PRINT NAME			
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# Alex Reid Group

## Drycleaning Machine Service Schedule (all solvents) **DC 5856**

PLEASE USE ADDITIONAL INFORMATION NOTES

ONE SHEET PER MACHINE

<b>(1) STILL</b>		Multi-solvent see 24 item (e)		<b>(11) LOADING DOOR</b>	
a) Rake out still				a) Check Loading door seal	
b) Service safety valve				b) hinge adjustment	
c) Clean sight glass				c) interlock & micro switch	
d) Change oil in still jacket				d) loading door mechanism	
e) Check door seal				e) drum	
f) sight glass seal				<b>(12) BELTS</b>	
g) float				a) Check for wear / adjustment	
h) element connections				<b>(13) BEARING HOUSING</b>	
i) low level water-probe / water level				a) Check belts	
j) interlock & micro switch				<b>(14) SOAP INJECTIORS - HOPPER</b>	
k) condense thermostat				a) Check operation	1   2
l) boiler pressure				<b>(15) BASE TANKS</b>	
<b>(2) STILL WITH SLUDGE PUMP-OUT</b>				a) Clean sight glasses	Multi-solvent essential
a) Check outlet / drain				b) tanks	Multi-solvent essential
b) valves				c) Check seals	Multi-solvent essential
c) sludge drum float				<b>(16) SPRAY UNIT (if fitted)</b>	
d) for leaks				Check spray nozzle	1   2
e) pump				a) strainers	
<b>(3) SEPARATORS</b>		Multi-solvent see 24 items (a) (b) (c) (d) (f)		b) operation	
a) Drain	1   2			<b>(17) CARBON RECOVERY UNIT</b>	
b) Check water drain valve	1   2			a) Check boiler / heat source	
c) Clean separator & sight glass	1   2			b) water level	
<b>(4) CONDENSER</b>				c) elements	
a) Check lid seal				Visual inspection (run 10 min to ensure hot)	
b) modulating valve (danfoss)				<b>(18) ELECTRICAL</b>	
<b>(5) ECO FILTER</b>				a) Clamp test all elements (drying & still)	D   S
a) Remove filter	1   2			b) Check: 3PH terminals	
b) Check discs	1   2			e) rotation of all motors	
c) seals	1   2			d) lamps	
d) belts	1   2			e) thermostats / sensors	
<b>(6) CARBON FILTER</b>				<b>(19) PNEUMATICS</b>	
a) Change cartridge / carbon	1   2			a) Check Air regulator / lubricator	
b) Check seals	1   2			b) for air leaks	
<b>(7) RECOVERY HEAD</b>				c) cuit in air compressor (if fitted)	
a) Clean lint screen				<b>(20) FIXINGS</b>	
b) Remove lint from screen area				a) Holding down bolts	
c) Drycontrol unit				<b>(21) STRAINERS</b>	
d) Replace carbon in exhaust pod				a) Water - stream	W   S
e) Check interlock & micro switch				<b>(22) MISCELLANEOUS</b>	
f) seal				a) Clean cooling fans on motors	
g) drain				b) Clean vent on inverter housing	
h) batteries (fridge & heater)					
i) modulating valve (danfoss)					
<b>(8) SELF CLEANING LINT SCREEN</b>				<b>(23) RUN M/C CHECK 2 BATH + GARMENTS</b>	
a) Clean bars				a) Filter pressure (1 bar)	1   2
b) Clean strainer (if fitted)				b) Distillation	
<b>(9) SOLVENT CHILLER (if fitted)</b>				a) Valve operation	
a) Check seal				d) Fridge gas level	
b) Remove & clean				e) Fridge high pressure (20 bar)	
<b>(10) BUTTON TRAP</b>				f) Visual solvent leak inspection	
a) Check interlock & micro switch				g) PH Test of distilled solvent (see additional notes)	PH
b) seal					
c) pipe from cage to basket					
d) level control					
<b>(24) MULTI-SOLVENT MACHINE ONLY</b>				e) Clean anti-foam probes in still	
a) Clean vacuum tank				f) sensor in separator/s	1   2
c) pre-still holding tank				g) Check nitrogen system	
c) vacuum pump strainer				h) vacuum (still & drum)	S   D
d) pre-still & after-still tanks / floats	P   A				
CUSTOMER NAME <i>M. J. JARVIS</i>		MODEL / SERIAL No <i>192F B 00 06 52018</i>		JOB SHEET No <i>10001</i> DATE <i>30-9-1</i>	
ENGINEERS NAME		PRINT NAME			
CUSTOMERS SIGNATURE					
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