



Maintenance & Servicing Policy

Document History

<i>Document Number</i>	<i>Bio:Policy:25</i>
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<i>Version</i>	<i>1.1</i>
<i>Date</i>	<i>19.02.2019</i>
<i>Review Date</i>	<i>19.02.2020</i>
<i>Approved by</i>	<i>Kevin Corke</i>

This document provides details of the measures in place for the maintenance and servicing of equipment and infrastructure within the Sheffield Biorepository.

Equipment

Class 2 Safety Cabinet:

Serviced twice per year by Walker safety cabinets under the school of Medicine service contract.

-80°C Freezers:

The routine maintenance of the freezers are not covered by a service contract due to the ability to carryout these tasks internally and are therefore carried out following the standard operating procedure BIO:SOP:03 Freezer maintenance, emergencies/ Breakdowns.

Should a freezer failure occur then the Sheffield Teaching Hospitals (STH) emergency contract with Bradley refrigeration will be used to get Bradleys to site. This contract covers 24/7 call out in the event of an emergency.

LN2 Tanks:

An annual service of the LN2 tanks is carried out by Labmode as part of the School of Medicine contract.

Tutela Freezer monitoring system:

A three year service agreement was purchased at the time of ordering the system , since 2014 an annual contract has been in place. Probes and sensors have been replaced as needed with additional hardware added to improve wi-fi connectivity.

Infrastructure

RHH site: the premises are covered by a lease agreement between the University of Sheffield and the Sheffield Teaching Hospitals NHS foundation Trust. This lease covers all maintenance and repairs to the fixtures and fittings within.

A regular maintenance scheme is in place for the ventilation systems within the Trust with Bradley refrigeration being the contractor for all air conditioning units within the building (including the Biorepository systems).

Fire Equipment: STH estates Departments are responsible for the up keep and maintenance of all fire fighting equipments and alarm systems. The Alarm systems are tested on a weekly basis and the building complies to L1 detection (smoke detection in every room) and all rooms having a minimum of 30 minutes fire protection.

All fire extinguishers are serviced annually and records maintained centrally by the STH estates department.

All records are kept centrally by the STH Estates department.

Emergencies can be reported to the Estates Helpdesk either by calling ext 68686 or emailing estateshelpdesk@sth.nhs.uk

4. Associated Documents

	Document	Document Reference
1		
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