

## Routine Maintenance Schedule Clarkes Common Farm

Item Description	Frequency	Action	Date	Comments
Fuel Storage	Weekly	Check bunding and stocks		
Drainage System	Weekly	Ensure gulley's and sediment traps are clean Check guttering and downspouts. Ensure catchment tanks are empty prior to wash down. Check changeover/diverter valves and bungs for operation and integrity		
Buildings Integrity	Monthly	Visual check around outside of buildings and concrete areas		
Electrical Systems	Service each crop Daily during crop	Service by qualified electrician. Ensure correct daily operation		
Heating System	Service each crop Daily during crop	Routine maintenance Ensure correct daily operation		
Ventilation System	Service each crop Daily during crop	Routine maintenance Ensure correct daily operation		

Feeder System	Service each crop Daily during crop	Routine maintenance Ensure correct daily operation		
Drinker System	Service each crop Daily during crop	Clean and sanitise Adjust height daily, record water usage and check for leaks		
Generator	Service bi-annual Test run weekly	Service contract Check for any leaks		
House environment	Daily	Ensure correct temperature and humidity levels to maintain litter quality.		
Wash down Tanks	During wash down	Monitor levels during washing to maintain at least 300mm freeboard		