

	RESOURCE LIBRARY - TECHNICAL SERVICES Service Contracts	<i>CODE:</i> 07.01.005
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SERVICE CONTRACTS

Service contracts for machines, equipment and installations shall be made if it is impossible for in-house engineers to carry out the work themselves, due to lack of training or specialist knowledge. A service contract is recommended for the following machines, equipment or installations:

- fire alarm systems, fire extinguisher equipment
- lifts, escalators
- computer systems, POS.,
- air conditioning and ventilation systems
- water treatment systems
- bacteriological controls
- pest control
- all systems or equipment supplied by a licensed specialist company

Service contracts are issued by the chief engineer and always require the joint signature of the hotel manager and the Regional Engineer, who is kept informed of existing contracts and has a copy of all the contracts for his own compulsory files.

Service contracts that could apply to a region or to the whole of the group (pest control, bacteriological control, coffee machines) are concluded by the Technical Services Department of the company and are worked out in collaboration with the regional representatives. The chief engineer and the hotels are given a copy of these contracts for their information and own files.

Each service contract must be added to summary list of the all the outside contracts in the Building Management System.