

PREVENTIVE MAINTENANCE RECORD

Instrument: Centrifuge	Model #: Serial #:	Identification #	Date in use:	Section: Room #:
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	<u>PROCEDURE</u>	<u>FREQUENCY</u>
	1. Clean with disinfectant.	Every week
	2. Vacuum condenser coils, appropriate parts of units.	Every month
Record procedure number(s) and your initials in appropriate place.	3. Check vents and brushes.	Every ____ months
Date box when maintenance is completed.	4. Check electrical connections.	Every six months
	5. Calibrate with photoelectric tachometer (If necessary).	Every ____ months
	6. Calibrate (done by professional service).	Every year

Date / Initials / Procedure #	Date / Initials / Procedure #

<u>Date / Initials:</u>	<u>Corrective action / comments:</u>