

2	<p>Electrical maintenance</p> <p>Criticality: Amber Frequency: 12M Skill Set: Electrical</p> <p>Action: Check and tighten all electrical connections as necessary.</p> <p>Check condition of flexible conduits, wiring and insulation.</p> <p>Carry out earth continuity test in accordance with the current edition of the IET wiring regulations.</p> <p>Carry out insulation resistance test in accordance with the current edition of the IET wiring regulations.</p> <p>Notes:</p>
3	<p>Full service</p> <p>Criticality: Amber Frequency: 12M Skill Set: Specialist</p> <p>Action: Disconnect the electricity and temporarily lock off the supply.</p> <p>Remove and clean the bollard components in accordance with the manufacturer's recommendations.</p> <p>Clean the pit using a vacuum to remove any deposited materials. Warning: Beware of sharps such as discarded needles.</p> <p>Clean any drained water from the bottom of the pit. If there is a connection from the outer casing to a soakaway check that this is clear.</p> <p>Check the lower stop gaskets and replace if necessary.</p> <p>Check for oil leaks affecting the drive piston and rectify if necessary (hydraulic systems only).</p> <p>Check the hydraulic unit (where applicable) and top up the oil if necessary.</p> <p>Check that all screws are correctly tightened.</p> <p>Clean the drive cylinder and touch up the paintwork where necessary.</p> <p>Check the condition of all electrical terminations and wiring.</p> <p>Remove the control box cover and check connections are secure.</p> <p>Visually inspect all control box internal components.</p> <p>Refit control box cover and reinstall the bollard.</p> <p>Reconnect electricity supply and test the system.</p> <p>Ensure that the reflecting film is in good condition and replace if necessary.</p> <p>Ensure that any warning lights are operating correctly.</p> <p>Check the efficiency of the locking/unlocking key.</p> <p>Check that the bollard raises and retracts properly.</p> <p>Check that the control unit and any integrated access devices are operating correctly.</p> <p>Check that any safety systems and proximity sensors are operating correctly.</p> <p>Check that the emergency manouvre/emergency release is working properly.</p>

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continued

Issue a service report to the responsible person.

Notes: