

# Annual Maintenance Check of Exchange Power, Ringing, Alarms

**Parkend**

**Year**

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Check safety aspects of installation

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Run with mains off for one hour

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Battery check (terminals, visual & voltage)

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Main & standby PU check

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Check and lubricate ringer

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Check alarms and alarm extension

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Check equipment clean and tidy

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Date inspection & maintenance completed

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Inspecting Officer's Initials

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Comments Box below