

# GAT Series Units

## Care Instructions & Cleaning

### General

Your access control and time acquisition system by GANTNER Electronic GmbH is extensively used over the course of many years, 365 days a year. In order to work reliably and without failure day in and day out, the units need to be properly taken care of and maintained.

Next to the problem-free operation of the system and the better preservation of value, clean and taken care of units also have a positive influence on the perception of your company. Staff members and customers note it alike.

This document provides you with the essential information regarding the care, cleaning, and maintenance of the units.

### Care Instructions

The care required largely depends on the type of unit. The particular material of the housing, the operating elements, connections, and plugs as well as the protection class of the unit all require care and cleaning that is adapted to the unit. Ensure to pay special attention to:

#### Displays and Touch Screens

- Suitable are soft, lint-free cloth made of high-quality cotton or anti-static microfibre cloth, commonly used to clean notebooks' LCD/TFT displays.
- Apply gentle pressure only in order to not damage the display.
- If necessary, use an alcohol-free cleaning liquid, commonly used to clean notebooks' LCD-/TFT displays.
- Wet cleaning is only permissible to the extent that the IP protection class of the units allows.
- Chemical substances as defined in the ASTM D 1308-87 specification, and included in some cleaning products, can cause up to a 10% change in the properties of the touch screen.

#### Plastic Surfaces

- Use pH neutral, mild cleaning products.
- Use cleaning products sparingly.
- Use soft, non-abrasive cloth.
- Wet cleaning is only permissible to the extent that the IP protection class of the units allows.
- Do not use cleaning products containing waxes.
- Always first check the suitability of the cleaning product on a small area prior to applying it on a larger surface.

### Cleaning Intervals

Alle Geräte sollen regelmäßig gereinigt werden. Das empfehlenswerte Intervall und der erforderliche Umfang der Reinigung hängen stark vom Gerät und den vorhandenen Einsatzbedingungen ab.

Dirt and deposits on the surface should regularly be removed with care. At least once a year, a full cleaning should be performed.

During this annual cleaning, the necessary maintenance should also be performed on the units. This maintenance can also be handled by the system supplier; a maintenance contract can be concluded, if desired.

#### Plexiglas and Acrylic Glass Surfaces

- Use soft, lint-free cloth.
- Use products that are made for the anti-static treatment and cleaning of plastics.
- Wet cleaning is only permissible to the extent that the IP protection class of the units allows.
- Always first check the suitability of the cleaning product on a small area prior to applying it on a larger surface.

#### Varnished Surfaces

- Use pH neutral, mild cleaning products.
- Use cleaning products sparingly.
- Use soft, non-abrasive cloth.
- Wet cleaning is only permissible to the extent that the IP protection class of the units allows.
- Do not use any cleaning products containing solvents, alcohol, surfactants, or acids.
- Always first check the suitability of the cleaning product on a small area prior to applying it on a larger surface.

### Plugs and Connections

- The connections and plugs must be kept dry and dust free.
- The mechanical locking devices (screws, spring-loaded catches) must be mounted and used in order to guarantee a secure connection.

### Electronics

- The cleaning of the electronics should only be carried out by the experts of the supplier!
- Remove dirt and dust in order to prevent any overheating of the units.
- Verify that the connectors and terminals are clean and that the connections are neither loose nor corroded, as this may cause a failure.
- Make sure that the ventilation slots are not covered with dust.
- Never use water or other liquid cleaning products to clean electronic components.

### Batteries

- The maintenance of the batteries should only be carried out by the experts of the supplier!
- Any batteries should be checked and replaced depending on the frequency of use and the type of unit.
- The contacts of the battery and the battery holder should be free from corrosion.
- In the event of battery leakage, the unit should be returned to the supplier for repair.
- The indication regarding the service life of the battery is found in the technical data sheet of every product that uses this type of battery.
- When replacing the battery, ensure to also perform the other necessary work (e.g. setting back of counters).

### Mounting and Fastening

- The mechanical fastening of the units (e.g. wall mounting) must be secured.
- Check that the measures taken against dust and humidity are effective.
- Protect the units against excessive heat and direct sunlight by selecting an appropriate location for their installation.

## Summary

The maintenance and care of the units not only enable the preservation of value, but also helps in preventing major failures that would hinder the operation. For this reason, the care and maintenance work should absolutely be planned and the persons in charge identified, who are to also ensure that instructions and rules are followed.

Motivated staff members work better and more efficiently – the well-being of your customers in nice surroundings and good infrastructure is an integral part of your success – make use of that potential by appropriately taking care of your time recording and access control units!