

# HOLIDAY CLEANING CHECKLIST




Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Name, ID or Serial No. \_\_\_\_\_



Read and understand your manual.  
Procedures described in your manual supersede any given here.

Ensure your inspection and rehabilitation equipment is clean, safe, and ready for the New Year

	 TASK	 CHECKLIST	 DAMAGE NOTED
1	<b>LOW-PRESSURE RINSE</b> Wash away heavy debris from crawlers, cameras and cables using a gentle rinse. Avoid high pressure to protect seals and housings.	<input type="checkbox"/> Rinsed <input type="checkbox"/> Debris removed	<div>Initials</div>
2	<b>SCRUB WHEELS, TRACKS &amp; BODY</b> Use a soft brush to clear sediment from wheels, tracks, axles and undercarriage areas.	<input type="checkbox"/> Wheels scrubbed <input type="checkbox"/> Tracks cleaned <input type="checkbox"/> Axles/undercarriage checked	<div>Initials</div>
3	<b>CLEAN CAMERA HEAD SAFELY</b> Use microfiber cloth and approved cleaner. Avoid alcohol-based products. Inspect for damage.	<input type="checkbox"/> Microfiber cloth used <input type="checkbox"/> Approved cleaner <input type="checkbox"/> No alcohol <input type="checkbox"/> Lens checked	<div>Initials</div>
4	<b>WIPE &amp; INSPECT CABLES</b> Wipe cables as they reel in. Inspect for damage or wear.	<input type="checkbox"/> Cuts/nicks checked <input type="checkbox"/> Stretched/compressed areas <input type="checkbox"/> Kinks/crush points <input type="checkbox"/> Connector condition	<div>Initials</div>
5	<b>DRY ALL COMPONENTS</b> Air dry or use lint-free cloth to eliminate moisture.	<input type="checkbox"/> Fully dried <input type="checkbox"/> No moisture remaining	<div>Initials</div>
6	<b>STORE CORRECTLY</b> Store in cool, dry area. Release tension. Protect with caps/cases.	<input type="checkbox"/> Correct storage location <input type="checkbox"/> Cable tension released <input type="checkbox"/> Protective cases on <input type="checkbox"/> Not stacked under weight	<div>Initials</div>



**TIP:** Set a reminder for January to check equipment before resuming jobs. A little preparation now saves downtime later!