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OUTDOOR FITNESS EQUIPMENT GENERAL MAINTENANCE RECOMMENDATIONS

CUSTOMER: _____

SITE: _____

In order to comply with general insurance terms and conditions, and also warranty Terms and Conditions, but more importantly to ensure the safe operation of the equipment and to prolong its useful lifespan, OutFit, and our manufacturers, recommend the following procedures be carried out and continually assessed and updated.

1. Thoroughly inspect all machines on, at minimum, a weekly basis; keep a record of all checks made, faults found, recommendations made, actions taken etc. These records should be kept for future reference.
2. If any fault is discovered which may in any way compromise the safety of the user, the particular machine (or station only) should be taken out of use **immediately**, either by removal or rendering inoperable until such time as the necessary repairs have been completed and the machine recommissioned.
3. Ensure that a thorough inspection of all equipment is carried out by a competent person, approximately, three months after installation and that all recommendations made by the service technician are fully complied with.
4. Replace or repair any worn or damaged parts before they become a danger; keep all moving parts moving freely and touch up immediately, on discovery, any paint scratches, chips or welded points showing any evidence of minor rusting.
5. Ensure that all of the equipment and installations are thoroughly inspected and a full service is carried out by a competent service technician, at minimum, on an annual basis.
6. Replace any damaged or missing instruction labels/warning notices immediately.
7. Lubricate all moving parts/joints/bearings etc., at minimum on a monthly basis, and in seaside locations on a weekly basis. (We recommend using **GT7 (Tec 7)** as this product provides best overall protection /lubrication.
8. Keep equipment clean and graffiti free. Most graffiti can be easily removed with **isopropyl alcohol** without any damage to paintwork, labels etc.
9. Keep access to the general area of the equipment clean and tidy, and ensure that there is no debris, leaves, moss, loose chippings etc., which may cause a hazard.
10. Where possible/appropriate, provide operating instructions/tuition to intended users, provide and maintain in place site notice boards as required.
11. Ensure that an up to date public liability insurance is always in place, and consider insurance also for flooding/theft/vandalism.

NOTES/COMMENTS

- 1) **Outfit to ensure that these recommendations are supplied to customer/purchaser.**
- 2) **Customer to ensure that these recommendations are distributed to relevant personnel.**