

Electronic Cell Door Locking System

Activity		Type Of Service				
		A	B	C	D	E
1	SERVER Run the standard system check Run back up Reboot Undertake general clean			Y	Y	
2	BATTERY BACKUP Check terminals Check cables Check for errors on display panel Undertake general clean Run time check (Refer to check list 5 in manual)			Y	Y	
3	CONTROL PANEL Check visual indicator LED operation Check terminal blocks and cables Cut power to reset AMMI-AMM12 Wait 1min between each terminal block reset procedure. Restore power to AMM1-12 Confirm each AMM has a flashing green LED to ensure server connection present. Check swipe access, refer to SF maintenance lock check procedure.			Y	Y	
4	PC MONITOR Check visually Undertake checklist 3 (Refer to checklist 3 in manual) Reboot Undertake a general clean			Y	Y	
5	SLIDING DOOR DEVICES (Cells (1-8) & Sally port) -Check operatin via card. -Ensure card reader LED is illuminated. -Check operation via SLR key. -Check for undue wear. -Clean bottom roller tray. -Lubricate all points with appropriate lubricant.			Y	Y	
6	SERVER SOFTWARE Upgrade software as required or as per system change requests.				Y	
7	SINGLE CYLINDER ELECTRO MECHANICAL LOCK (Cell foyer 1, 2, padded cell , observation cell , dry cells , Cell corridor to external, external to non contact interview room, Cell foyer to non contact interview room) -Check door clearance -Check operation via card & key. -Ensure card reader is illuminated. -Remove cover plate, check for undue wear & lubricate as necessary.				Y	
8	SNAP LATCH (Cells 1-8)				Y	

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For more information please contact the applicable Facilities Management Service Provider.



Government of South Australia
Department of Planning,
Transport and Infrastructure

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Last Issue Date: 18/02/2015		Type Of Service				
		A	B	C	D	E
Activity						
	-Check operation via key -Inspect for undue wear -Lubricate as necessary					
9	SERVICE DUCT SINGLE CYLINDER DEADLOCK (Cells 1-8) -Check door clearance. -Check operation via key -Check for undue wear -Lubricate as necessary.				Y	
10	DOUBLE CYLINDER ELECTRO MECHANICAL LOCK (Cell foyer to external, guards office, interview room , sallyport to BA/drug test room, drug test room to external, external to BA/drug test room) -Check door clearance -Check operation via card and key. -Check card reader LED is illuminated -Check for undue wear -Lubricate as necessary				Y	
11	SINGLE CYLINDER LOCK (Meal Prep) -Check door clearance -Check operation via key -Check for undue wear -Lubricate as necessary				Y	
12	Cleaners room - Single cylinder storeroom mortice lock				Y	
13	SINGLE CYLINDER DEADLOCK (Sally port to charge foyer , Cell 8 BA/drug test room, OBS Cell)				Y	
14	Cell 8 BA/Drug test room - Single cylinder deadlock				Y	
15	Record results in log book			Y	Y	

Special Comments and Technical Data

C SERVICE 6 MONTHLY
D SERVICE ANNUAL
SERVICE DETAILS WILL VARY DEPENDING ON SITE AND MANUFACTURER

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