

Leica ASP6025 User Maintenance Chart: Xylene-free

Week:										Serial Number:					
Date:	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday		
	<i>Only use mild detergent when wiping down the ASP6025</i>														
<i>OK = Checked, OKC = Checked and Cleaned</i>															
Daily Tasks:	Initial	OK/OKC	Initial	OK/OKC	Initial	OK/OKC	Initial	OK/OKC	Initial	OK/OKC	Initial	OK/OKC	Initial	OK/OKC	
Scrape and wipe the top of the ASP6025															
Clean glass window retort															
Scrape around the retorts lids and seals															
Clean retort															
Clean liquid level sensors with cleaning tool															
Inspect and clean filter in retort if necessary															
Inspect and clean stirrer if necessary															
Clean touch screen															
Inspect drip tray															
Inspect and empty condensate bottle if necessary															

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Week:		Serial Number:													
Date:		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday							
		Initial	OK/ T/C/ R	Initial	OK/ T/C/ R	Initial	OK/ T/C/ R	Initial	OK/ T/C/ R	Initial	OK/ T/C/ R	Initial	OK/ T/C/ R	Initial	OK/ T/C/ R
		<i>R= Rotated, T= Topped up, C= Changed, OK= Checked</i>							<i>Check Bottles are inserted properly</i>						
Daily Tasks:															
Station S1	70% Ethanol														
Station S2	85% Ethanol														
Station S3	empty														
Station S4	80/20 Ethanol/IPA														
Station S5	80/20 Ethanol/IPA														
Station S6	100% IPA														
Station S7	100% IPA														
Station S8	100% IPA														
Station S9	empty														
Station D1	Formalin														
Station D2	Proc./Clean. Water														
Station D3	Paralast														
Station D4	empty														
Station D5	Cleaning Xylene														
Station D6	Cleaning Ethanol														
Wax Bath 1	Paraffin														
Wax Bath 2	Paraffin														
Wax Bath 3	Paraffin														
Wax Station	Paraffin														

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Week:										Serial Number:					
Date:	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday								
<i>Only use mild detergent or 70% ethanol for cleaning</i>															
<i>OK= Checked/Performed, OKC= Checked and Cleaned</i>															
Weekly Tasks:	Initial	OK/OKC	Initial	OK/OKC	Initial	OK/OKC	Initial	OK/OKC	Initial	OK/OKC	Initial	OK/OKC	Initial	OK/OKC	
Clean system bottles															
Clean RTU bottles															
Inspect that the connectors on back of the reagent bottles are tight															
Clean the exterior of the ASP6025															
Inspect and clean filter in paraffin station if necessary															
Inspect and clean wax bath lids															
Clean paraffin collection basin															
Empty condensate bottle															
Perform an extended clean															

Month:										Serial Number:					
<i>OK= Performed</i>															
Monthly Tasks:	Initial	OK	Date												
Perform a SMART clean															
Change carbon filter															

Date:										Serial Number:					
<i>OK= Checked, C= Changed, R= Replaced</i>															
Every 60-90 days:	Initial	OK/C/R	Initial	OK/C/R	Initial	OK/C/R	Initial	OK/C/R	Initial	OK/C/R	Initial	OK/C/R	Initial	OK/C/R	
Check retort seals and replace if required															

Supervisor Monthly Review:

Signature

Date