

**METAKOM**

группа компаний

LTD «Metakom» 24124, Bryansk, Delegate street 68. Tel / fax: (4832) 68-28-26

e-mail: bryansk@metakom.ru www.metakom.ru

TIN/RCR3232021687/325701001

List of works carried out during the maintenance of intercoms.

Maintenance of intercoms is divided into scheduled and unscheduled maintenance.

With scheduled technical maintenance, the following types of work are carried out:

1. Clean the intercom blocks from dust and dirt, if necessary.
2. Visual inspection of the intercom blocks for damage.
3. Carry out a quality check of the connection of the installation wires to the doorphone units, check the integrity of the insulation and the reliability of the mounting of the installation wires.
4. Check the grounding of the outdoor panel and the metal door.
5. Check the attachment of the electromagnetic lock and its armature.
6. Make a tightening of the threaded connections.
7. Check the supply voltage of the intercom blocks for compliance with the passport data.
8. To check up working capacity of the electromagnetic lock, exit button and an emergency exit button, if present.
9. To check the door opening by the electronic key, if it is allowed to open by individual or common code - check the opening by code.
10. Check the time of the door being in the open state and adjust this parameter, if necessary.
11. Make a call to the first and the most remote subscriber, check the communication quality, open the door from the subscriber device. If necessary, correct the corresponding parameters.

Scheduled maintenance is carried out once a quarter. When operating under severe conditions, the frequency of the inspection can be reduced.

Unscheduled maintenance is conducted when considering a complaint from a subscriber. Unscheduled maintenance includes:

1. Conduct paragraphs 1-11 of scheduled maintenance.
2. Test the doorphone system.
3. Locate the fault.
4. Replace the faulty intercom block or connecting wires.
5. Test the working capacity of the system.

When carrying out maintenance, the general electrical safety rules must be observed. "Ring" the connecting wires, the installation and repair work must be done with the power supply disconnected. There is a dangerous voltage in the power supply of 220V. Do not disassemble the power supply when it is on. Replace the fuse of the power supply unit when the power supply is disconnected from the mains. Do not install self-contained safety devices in the power supply.