

## **CCTV MAINTENANCE CHECKLIST**

To help you maintain your installed CCTV system, here is our DIY maintenance checklist for you to use freely. We have put everything you need to know.

1	Surveillance Camera & Housing	
	Check that the cameras are securely attached to the wall.	
	Check camera housings for deterioration (environmental conditions).	
	Clean housing and free from dust	
	Check lens focus and adjust as appropriate.	
	Check field of view is as agreed at installation.	
	Check operation of night vision monitors (Playback last night recording)	
2	Surveillance Wiring and Cables	
	Check connectors and cable entry points for loose wiring	
	Check cable are transmitting an adequate video signal to control room.	
	Check Wiring for any wear and tear or exposed wires.	
3	Surveillance Control Equipment	
	Check hard disk for possible errors.	
	Check operation of NVR/DVR cooling fans (if applicable) clean as necessary.	
	Check time, date stamp is correct and adjust as necessary.	
	Monitors are free from picture burn-in, distortion, proper contrast and brightness	

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