



PARQUBE
FIRST LINE
MAINTENANCE
MANUAL

Site Maintenance Procedures

This document contains important information pertaining to the servicing of a PARQUBE site as well as procedures for logging calls, ordering consumables etc. It also gives a list of the responsibilities of the operators / owners on site from a first line maintenance perspective.

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1. Entry Station – Tickets

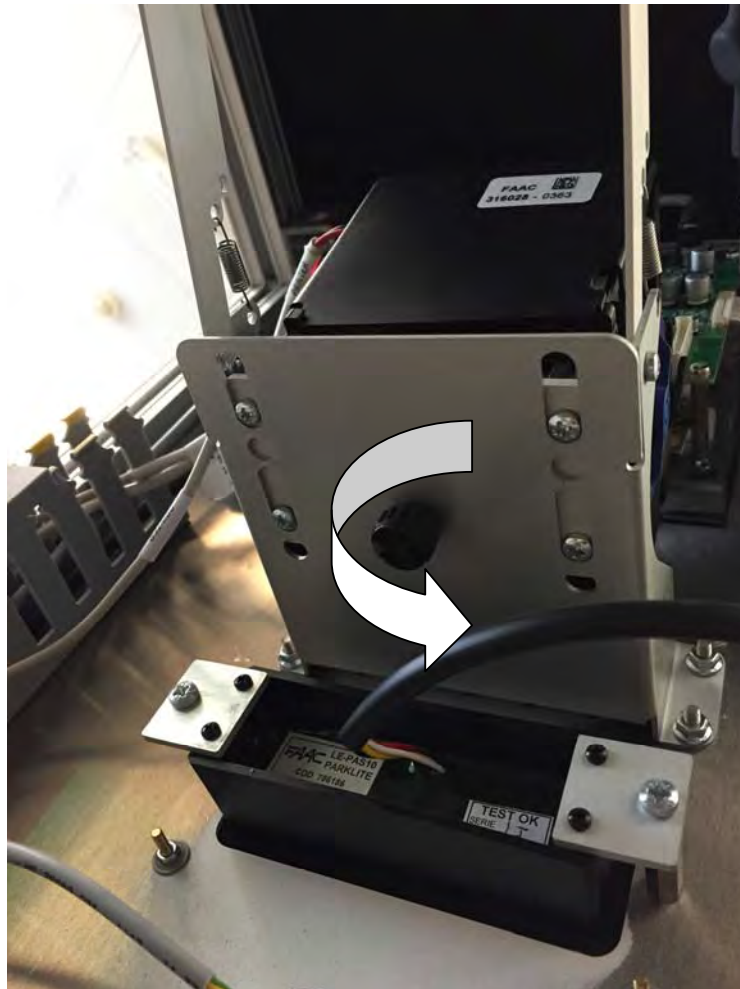
It is important that ticket dispensers are cleaned and maintained as the car parking premises cannot be accessed without the customer obtaining a ticket.

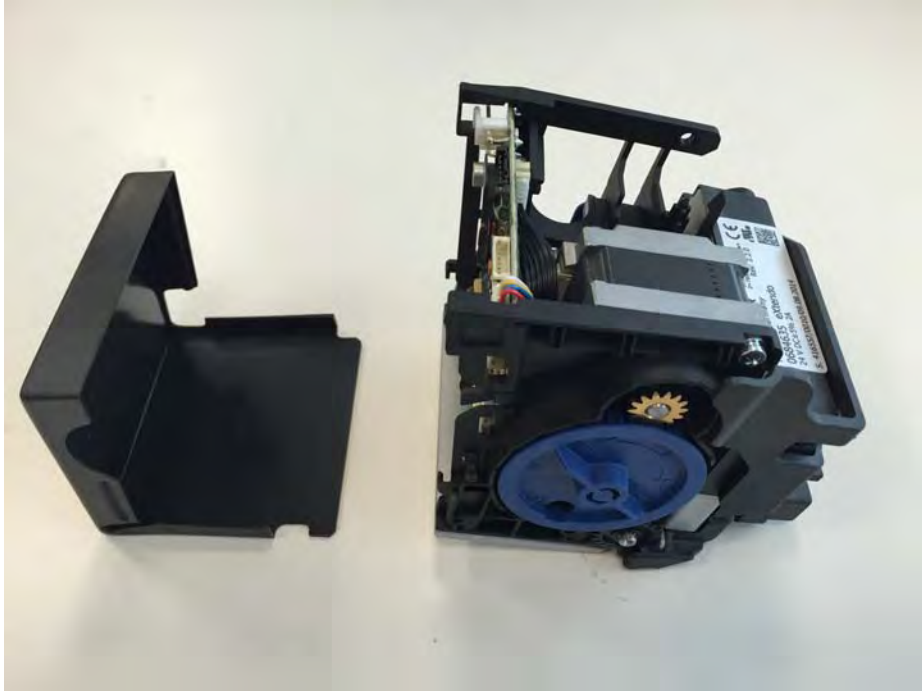
Please remember that any breakage of the head caused by excessive accumulation of dirt/dust and paper will be considered as misuse and invalidates the warranty.

- 1.1 **Ensure the lane is blocked / secured to re-route incoming vehicles.**
- 1.2 **Unlock the station door. Shut off the ticket dispenser. This is very important as the unit will break if this is not done.**

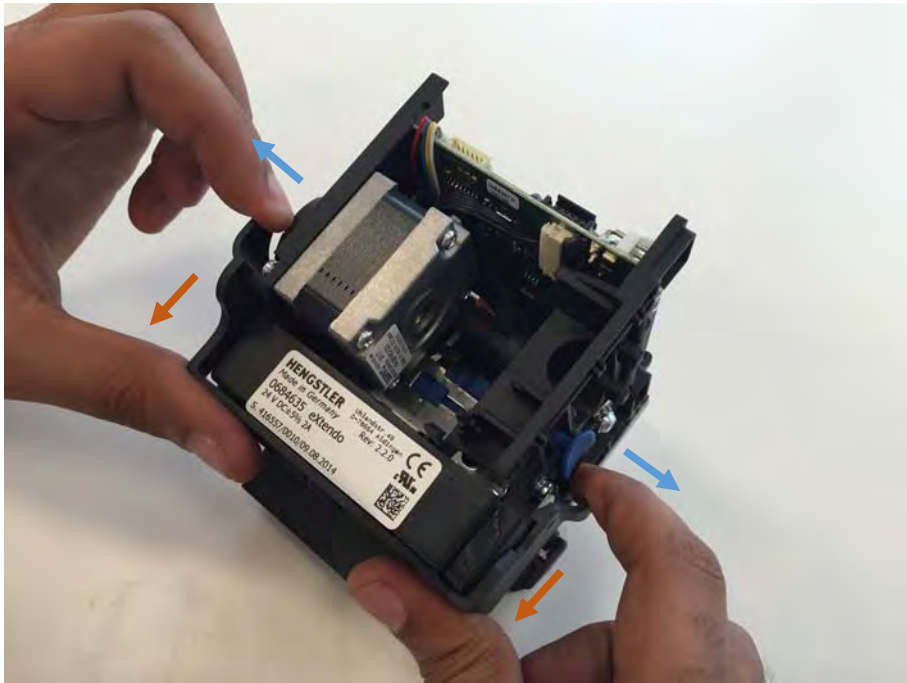
Cleaning the Thermal Head

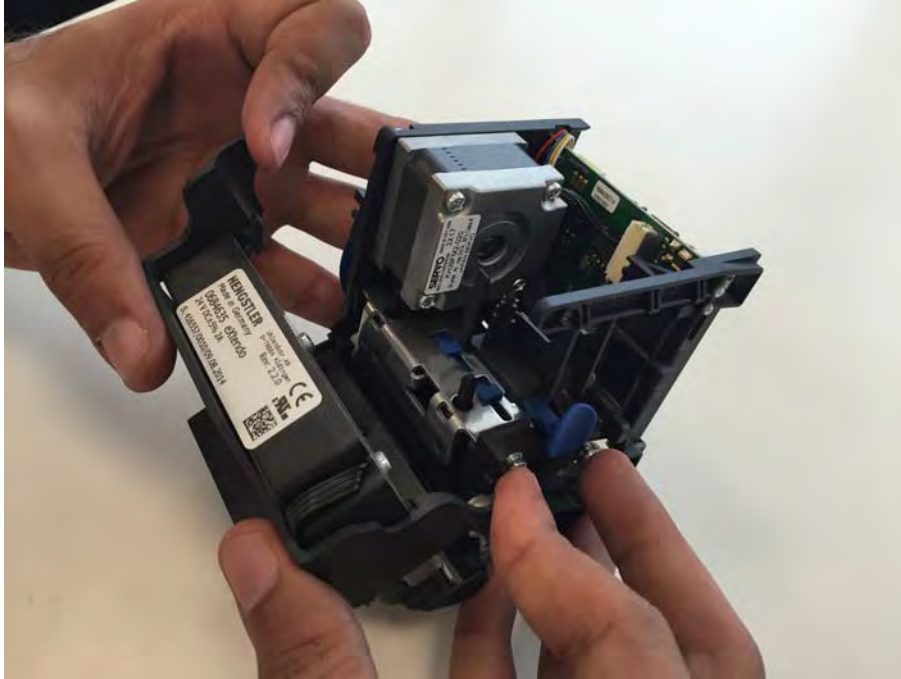
- 1.3 Dismount the Ticket printer and remove the mouth. Lift the ejector.





- 1.4 Clean thermal head and remove any residual inks that adhere to warm-up phase, a soft cloth or a stick held in same material, using isopropyl alcohol or non-abrasive detergent.

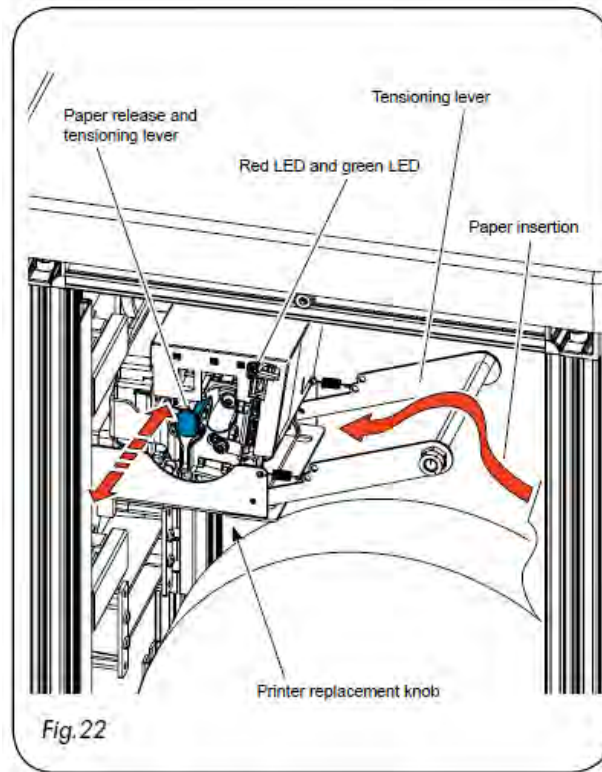


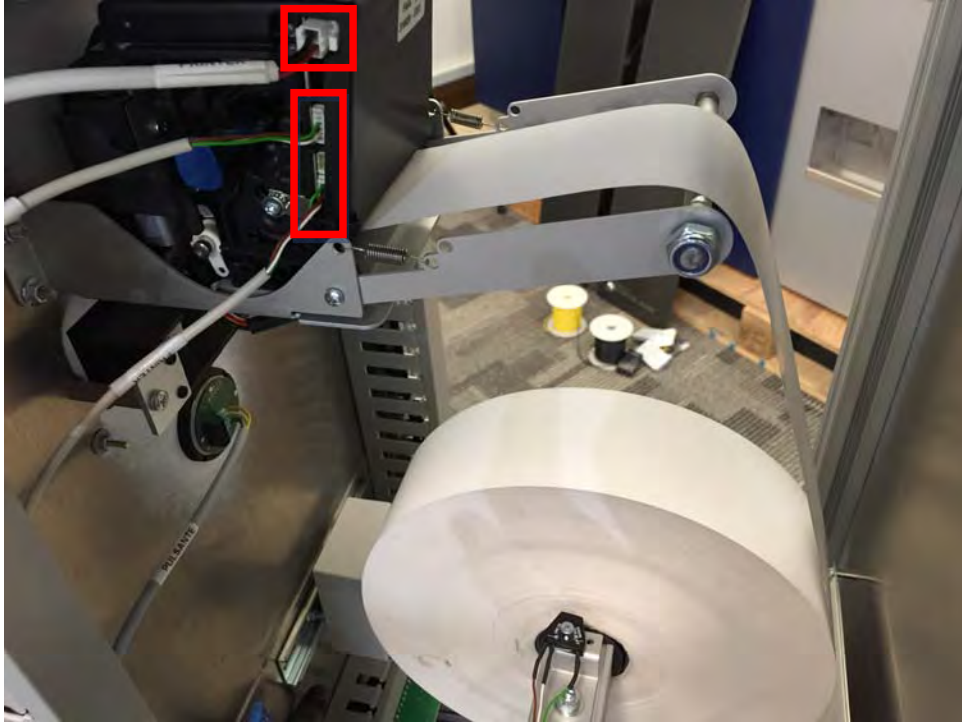


1.5 Reassemble the mouth and mount the printer on Ticket Dispenser.

Changing the Paper Roll

- 1.6 Open the side doors and go to the correct side (as shown below).
- 1.7 Push the lever inwards to remove the paper & then remove the finished roll.
- 1.8 Pull the lever outwards, feed the paper in the printer by pulling it over the tensioning lever until the printer automatically pulls it in.
- 1.9 Wait for the test printout and then close the side doors.





Cleaning the Equipment (Ticket Dispenser)

- 1.10 Clean the Ticket Dispenser with a low powered blower to remove the dust.
- 1.11 Switch on the Ticket Dispenser and lock.



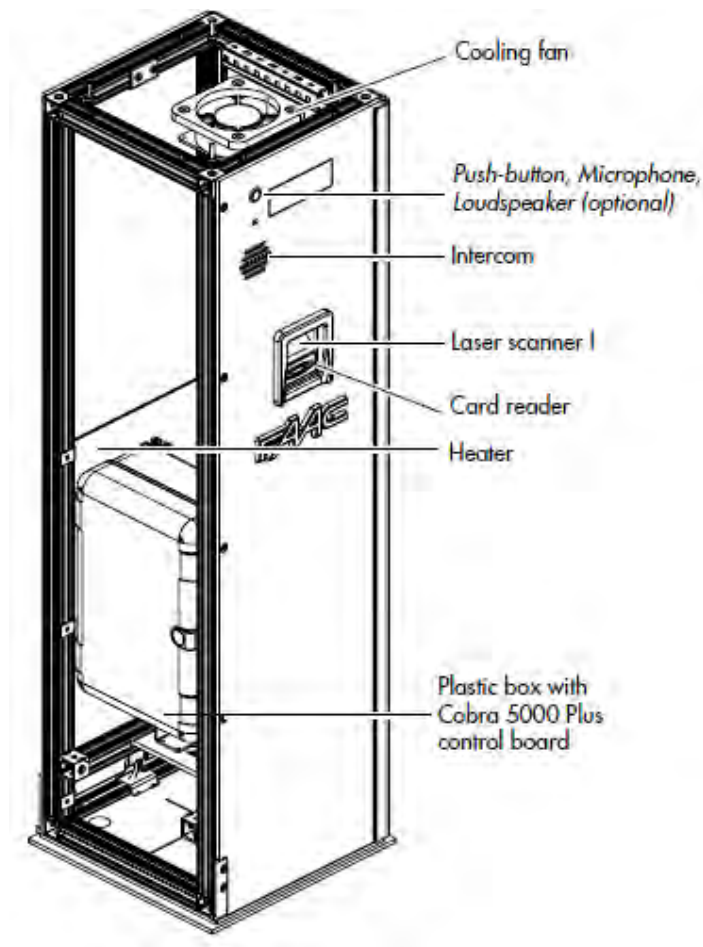
TICKET DISPENSER

2. Exit Station - Tickets

The exit stations must be maintained regularly in order to manage the exit lane of the parking area. It is important that ticket reader were cleaned and maintained to have a smooth flow of outgoing vehicle.

Ensure the exit lane is secured to re-route outgoing vehicles

- 2.1 Unlock the station door.
- 2.2 Remove the cover from both sides of the Ticket Reader.
- 2.3 Turn-off the power.
- 2.4 Use a low power blower to remove dust and dirt from cooling fan, card reader, laser scanner, and other electronic components inside the machine.
- 2.5 Lock the station door and switch-on the device.



3. Automated Payment Machine

It is important that automated payment machine are cleaned and maintained so payment can be done automatically and tickets shall be validated.

Please remember that any breakage of the head caused by excessive accumulation of dirt/dust and paper will be considered as misuse and invalidates the warranty.

Cleaning the Thermal Head (same procedure as the Lane Entry Station)

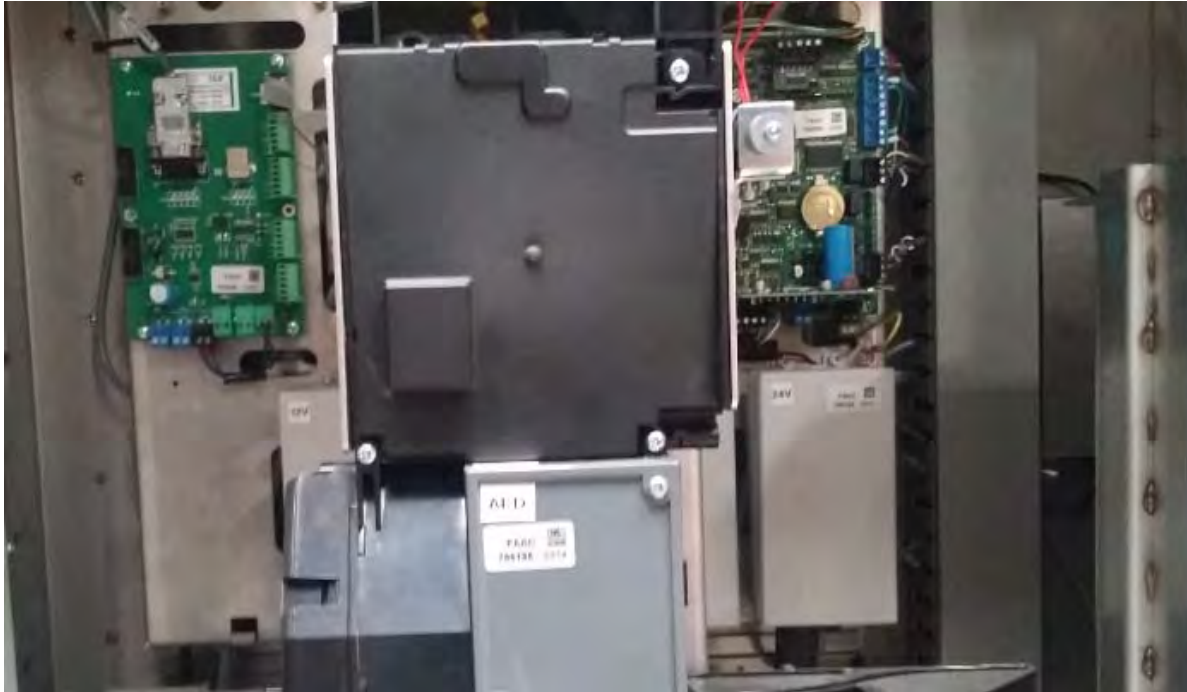
Cleaning the Components inside Automated Payment Machine

- 3.7 Unlock automated payment station door.
- 3.8 Turn-off the power.
- 3.9 Use a low power blower to remove dust and dirt from cooling fan, key board, CPU & other electronic components inside the machine.

CPU



BOARD ELECTRONIC



3.10 Clean the banknote acceptor



BANKNOTE ACCEPTOR

3.11 Switch-on the device & Lock the station door.

4. Barrier Maintenance

Checking Physical Condition

Ensure the passage lane is secured for incoming or outgoing vehicle.

4.0 Open the barrier door (for MAGNETICS) or remove the cover (for B680) and switch-off the barrier power.

4.1 Check the beam if still leveled on the horizontal position.

4.3 Check screws and bolts condition on each beam. Tighten if loose or replace if already exposed to corrosion.

4.4 Perform beam balancing. 30 degrees for MAGNETIC BARRIER and 45 degrees for B680. Consider the beam length/ passage way length and spring adjustment.

Electrical Condition

4.5 Switch-on the power to perform initialization (learning stage).

4.6 Observe the beam movement during initialization (no jerky movement on the beam).

4.7 Use a short wire to apply a short pulse on the control board to test opening and closing of the beam. Or you can use control panel buttons to operate the beam (OPEN/ CLOSE). For MAGNETICS, you can switch to SERVICE MODE and use the button to operate OPEN/ CLOSE.

Checking Barrier Program Mode

4.8 Normally in B680H the logic is set to "P" (Parking) and MAGNETIC barrier mode is set to TWO PULSE MODE for parking system.

4.9 Check time, delay, and barrier speed according to the length of the beam or as specified on the operations manual.

Checking Barrier Induction Loop

4.10 Presence and Transit loop are connected to the magnetic barrier & to the Lane entry/ exit if you have the B680H.

4.11 Activate the loops one by one and check for the logs in the parking software.

5. Ticket Jam

Ticket Jams can occur occasionally on a Lane Entry & APS. Below is the procedure to clear the ticket jam.

Always ensure the lane is secured when working on a station

- 5.0 Unlock the station door.
- 5.1 Turn off the machine by switching buttons off on the power supply.
- 5.2 Push the lever inwards and remove the paper feed from the printer.
- 5.3 Remove the printer and open it (same procedure as mentioned in the Topic 1)
- 5.4 Remove the jammed ticket.
- 5.6 Connect power cables back.
- 5.7 Follow the procedure for replacing the paper roll (topic 1).
- 5.8 Switch the machine on and lock the door.

6. Service Check list

<p>Below is the check list of items that need to be completed during a HUB Service of the equipment. If, on review after the service it is noted that these have not been done please contact the HUB Call Centre.</p>	<p>AUTOMATIC PAYMENT MACHINE Clean PC and brush out PC Do windows maintenance e.g. scandisk, defrag (if site permits) Clean keyboard and mouse Check and test UPS (If fitted) Perform Parameter backup Check scheduled backup are operational</p>
<p>COMMON – Entry and Exit Lane Stations, APS's, Cashiers</p> <p>Remove loose tickets from stations Clean dirt, dust , etc from station using a blower or mini-vacuum. Test if housing is loose and re-secure. Clean the fan (replace if necessary) Make sure no tickets etc obstruct fan/heater Check the door locking mechanisms and lubricate if needed. Check ticket dispenser if working properly. No worn out paper roll or print out. Clean dust from display. Check if the display is readable and replace if necessary Check all cables for noticeable damage and replace as needed. Tidy and secure all loose cables inside stations Test intercom button and intercoms for clarity Check all power connector pins and cables, replace as needed. Check if incoming mains power is secure and safe. Test the switch. Clean APS thermal receipt printer rollers and test. Check and test UPS (if fitted)</p>	

<p>Barriers – Entry and Exit</p> <ul style="list-style-type: none"> Align arms (check level) Check and tighten all bolts and nuts including pockets Ensure barrier housing is not loose and tighten if necessary Ensure the spring is tensioned correctly i.e. arm opens and closes at the same speed (as per manufacturer) Check that crank arm is securely fitted to motor shaft and the rest of the crank mechanism Replace all worn rubber stoppers Clean barrier inside Check loop detectors inserted correctly with the correct frequency settings Check for cross talk between lanes and adjust if necessary (for multiple lanes only) Check barrier logic e.g. inserted correctly Secure incoming mains Check barrier drive cable is securely inserted and there are no loose wires Check condition of road surface where loops are and check loop condition Check barrier arm condition, articulation kits, barrier arm brackets and sheer plates and report Check barrier door locks and secure 	<p>AUTOMATIC PAYMENT MACHINE – Money handling Systems</p> <ul style="list-style-type: none"> Clean discriminator and optics Ensure that all coin paddles are working Clean plastic transport rollers of note readers and all excess dust from units Clean scanners of the note readers Clean and lubricate the coin safe lid mechanisms (if possible) Check change tray flap moves freely and returns to closed position after use
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7. Ordering of consumables

Please follow your internal procedures when ordering consumables. All orders should be placed with our consumables sales department on +97145015538 or +97145015535. Please contact the same department when following up with the delivery of any consumables.

PARQUE Consumables
Cashier Printer Ribbons Thermal Paper Barrier Oil (B680H barrier)

It is important to note that in order not to void warranties on third party products such as laser and receipt printers original equipment manufacturer ribbons and cartridges should be used at all times. Paper used in the printers should always be new and should be free from staples etc.