

Annual* Robot Health Check / Preventative Maintenance Checklist

Instrument Serial Number:

Date of Maintenance:

Hardware

Pipettes Installed:

Gen 2:

- ☐ P1000 Single Channel SN:
- ☐ P300 Single Channel SN:
- ☐ P300 Multi Channel SN:
- ☐ P20 Single Channel SN:
- ☐ P20 Multi Channel SN:

Gen 1:

- ☐ P300 Single Channel SN:
- ☐ P300 Multi Channel SN:
- ☐ P50 Single Channel SN:
- ☐ P50 Multi Channel SN:
- ☐ P10 Single Channel SN:
- ☐ P10 Multi-Channel SN:

Modules Installed:

- | | | |
|---------------------|------------------|-----|
| Temperature Module | Gen. 1 or Gen. 2 | SN: |
| Magnetic Module | Gen. 1 or Gen. 2 | SN: |
| Thermocycler Module | Gen. 1 | SN: |
| HEPA Module | Gen. 1 | SN: |

Software

Server Version:

Firmware Version:

Cleaning:

- ☐ All installed modules are removed and cleaned.

Connectivity:

- ☐ Instrument connects via USB or WiFi.
- ☐ All installed pipettes are connected and recognized.
- ☐ All installed modules are connected and recognized.

Pipette Replacement:

- ☐ Replace pipettes entirely with a new pipettes.

Positional Calibrations:

- ☐ Deck Calibration
- ☐ Tip Length Calibration
- ☐ Pipette Offset Calibration
- ☐ Calibration Health Check
- ☐ Labware Calibration

Name (Print):

Name (Signature):

Date:

*Based on use 4 hours per day, 5 days per week

