



Care and maintenance

Give your products a longer life!

Kinnarps®



Kinnarps Colour Studio

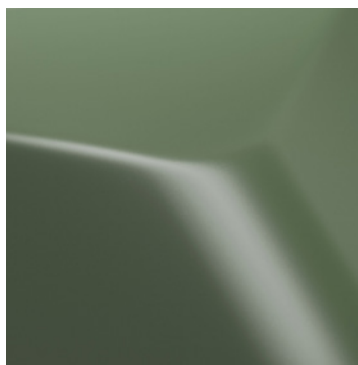
Kinnarps Colour Studio (KCS) is our range of materials for offices, schools and healthcare facilities, with a focus on sustainability, quality and harmony. It offers attractive materials that have been carefully tried and tested for suitability and sustainability in different types of spaces. The wide range makes it easy to find the look and functionality you want. Wood, metal, plastic, and textiles, colours and patterns that are easy to mix and match with each other and the rest of the interior design. A well-thought-out range that provides a harmonised and sustainable overall impression, and makes it possible to choose the right material and the right colour for the right place and activity.

Read more about our colours and materials at kinnarps.com/kcs.



Contents

General advice	4
Textiles	5
Wool fabric	6
Synthetic fabric	7
Leather	8
Artificial leather	9
Disinfection of soft materials	11
Hard materials	12
Wood and veneer	13
Laminate and HPL	13
Linoleum and marmoleum	14
Plastic	15
Metal	15
Glass	15
Disinfection for hard materials	16
Electrical installations and electronics	16





PROPER CARE INCREASES THE LIFESPAN OF FURNITURE

Kinnarps furniture is carefully designed and manufactured from materials and surface-treated for use in public environments. If you follow our care recommendations, you will be able to enjoy your Kinnarps furniture for a long time to come! The need for cleaning is determined with due reference to the environment in which a product is used and the frequency of use.

IMPACT OF LIGHT

All materials are affected by sunlight, and to avoid fading and deterioration of surface treatments and materials, furniture should therefore be protected from direct sunlight. Also try to move items placed on veneered table and storage surfaces at regular intervals, to prevent uneven maturation of the wood.

DAMAGE TO SURFACES

Be careful if you place hard or sharp objects on your furniture; use underlays or similar. To prevent scratches on your furniture, avoid sliding objects across table surfaces, seat cushions or similar. Rubber pads on equipment can leave marks on the furniture that may require cleaning. Jewellery, bracelets and watches can also cause surface scratches in certain situations, so you should use an underlay if you know that you are wearing things that might scratch the surface of the furniture. You should also make sure that computer mice are intact and clean, and do not scratch or stain the surface during use. We recommend a mouse mat to provide optimal protection. Great care should be taken when moving shelf supports in storage furniture, as the surface around the hole can easily be damaged when shelf support screws are loosened. To avoid pressure marks on upholstered furniture, do not leave heavy objects resting on it for a long time. Avoid hard knocks against surfaces and edges. Avoid installation that might cause chafing or abnormal wear. Furniture should also be fitted with pads that are intact and clean to avoid scratching the floor.

SCREW JOINTS

A loose screw joint can create instability, cause noise and also shorten the lifespan of the furniture. It is a good idea to check regularly that the furniture feels stable and tighten screw joints if necessary. Solid wood furniture shrinks and swells naturally during the year, which is why screws and fittings in this type of furniture should be checked and tightened, preferably in the spring and autumn.

MOVING FURNITURE

A piece of furniture should be lifted and must not be pushed if it is not designed for it, as the furniture may be subjected to lateral forces for which it is not designed, resulting in damage to the furniture or floor. The furniture must not be carrying a load when moved. This also applies to furniture that is designed to be moved, e.g. fitted with castors.

MODIFYING A PRODUCT

It is not permitted to modify the product's structure or component parts. If this happens, the warranty becomes invalid and you may expose yourself or others to danger. Modification also entails you assuming product liability.

CLEANING AND DISINFECTION

To prolong the life of your furniture, it is important to clean it regularly and remove stains, hand sanitiser/gel and hand creams, etc. as quickly as possible. Dust and dirt wear out furniture and reduce the effect of disinfectants in various ways. Some disinfectants can cause dirt to become attached to surfaces, thus encapsulating microorganisms that become difficult to reach beneath the attached dirt. The surface should therefore always be cleaned before disinfection. Good hygiene and regular cleaning of the furniture are important to minimise the risk of contamination and the spread of bacteria and viruses. Studies show that certain viruses can survive on a textile for a maximum of a few hours. If contamination is suspected, it is better to quarantine the furniture for at least 48 hours than to disinfect it.

For more detailed information on cleaning and disinfecting different materials, see the respective material sections in this document.



One golden rule is always to remove stains as quickly as possible!

Regular cleaning is important to ensure that the fabric will retain its quality and last longer. Dust and dirt wear the fabric and also reduce its flame-retardant properties.

Vacuum cleaning with a soft nozzle is normally sufficient for cleaning fabrics. Stains should always be removed as quickly as possible. In most cases it is enough to wipe with a damp cloth, but in the event of more persistent stains, a pH-neutral detergent or a foam detergent for professional use can be used. Always use white cloths and avoid excessively dampening a wool fabric, as there is then a risk of permanent stains. Wipe in circular motions towards the centre of the stain. The furniture must be completely dry before it is used again.

If necessary, a foam detergent can also be used for more thorough cleaning if this is allowed in the fabric specification. Removable fabrics may either be washed in water or dry cleaned, according to the specification of each fabric.

Different textile materials are each cleaned differently, and you should always follow the recommendations that apply to each material. If you are unsure whether you have synthetic or wool fabric on the product, you can test by dripping a drop of water on the fabric. If the liquid remains on the surface initially, it is usually a synthetic fabric, although there are exceptions in treated synthetic fabrics, while if the liquid penetrates directly into the fabric, it is probably a wool product.

Good hygiene, good maintenance and regular cleaning of the fabrics are important to minimise the risk of contamination and the spread of bacteria and viruses. Please note that there is a difference between bacteria and viruses, as they are different types of microorganisms. They can occur on different surfaces and materials. Bacteria can grow on a surface and multiply, while viruses lack the ability to thrive and reproduce outside a host body. Studies show that viruses can survive on textiles for a number of hours, depending on the type of virus, under normal indoor and dry conditions.

REMOVABLE COVERS

Removable covers made of polyester and Trevira CS can be machine washed at a maximum of 40/60°C, but only if the cover was ordered as washable. Use detergent intended for coloured textiles and follow the dosage instructions. Wash the fabric inside out and only half-fill the machine. Spin the fabric at low speed. To make the procedure easier, covers should be dried, stretched and threaded on or attached while still slightly damp.

Not all covers with zips are necessarily removable.

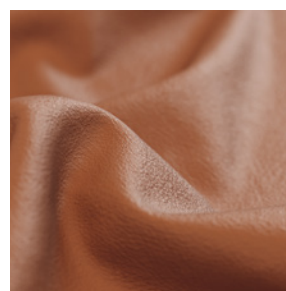
TYPES OF TEXTILES



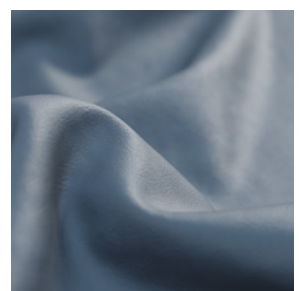
Wool fabrics



Synthetic fabrics



Leather



Artificial leather

Wool is antistatic and does not attract dirt as easily as other fabrics. Wool is also water-repellent, so liquid penetrates slowly into the fabric. To maintain the attractive appearance of the fabric, gentle vacuuming is recommended, preferably once a week and with a soft brush. Most stains can be removed with a standard pH-neutral detergent, diluted in lukewarm water of normal strength (follow the instructions on the bottle). Bear in mind that too much moisture can cause some shrinkage and change the appearance.

- First, soak up as much of the liquid as possible with white paper towel or a clean hand towel.
- If the stain has dried in, remove as much as possible by vacuuming.
- Gently rub with a clean white cloth.
- Press the fabric with a dry hand towel or white paper towel each time water is added, to draw out moisture and dirt.
- Use clean water without detergent for final cleaning.

STAIN GUIDE FOR WOOL FABRICS

STAIN	STAIN REMOVAL
Blood	Wash with cold water without additives. If this does not dissolve the stain, use lukewarm water with a normal, pH-neutral washing-up liquid.
Ballpoint or marker pen	Clean with alcohol. If this does not help, use a cloth moistened with acetone, turpentine or chemically pure petroleum. Then wash with lukewarm water containing a pH-neutral detergent,
Lipstick	Clean carefully with a cloth moistened with acetone, turpentine or chemically pure petroleum. Then wash with lukewarm water containing a pH-neutral detergent.
Food	Use lukewarm water containing a pH-neutral washing-up liquid. If the stain does not disappear, increase the amount of washing-up liquid to max. 5 times the normal dosage. Always finish off with clean water with no detergent.
Paint (Oil-based)	Clean carefully with a cloth moistened with acetone, turpentine or chemically pure petroleum. Then use lukewarm water containing a pH-neutral washing-up liquid. Use 5 times the normal dose of detergent.
Paint (Water-based)	Wash with cold water.
Nail varnish	Use a little nail varnish remover. If the stain persists, use acetone, turpentine or chemically pure petroleum. Then use lukewarm water containing pH-neutral detergent.
Shoe polish and furniture polish	Clean carefully with a cloth moistened with acetone, turpentine or chemically pure petroleum. Then use lukewarm water containing a pH-neutral detergent.
Candle wax	Cool with ice cubes in a plastic bag. Break off the wax and carefully remove loose pieces. If necessary, place a white soft tissue paper over the fabric and iron over the paper with a warm iron. If this does not help, gently wipe with a cloth moistened with acetone, turpentine or chemically pure petroleum. Then wash with lukewarm water containing a pH-neutral detergent.
Chewing gum	Cool with ice cubes in a plastic bag. Break off the chewing gum and carefully remove loose pieces while they are cold. If this does not work, test with acetone, turpentine or chemically pure petroleum. Then wash with lukewarm water containing a pH-neutral detergent.
Wine	Wash off quickly with cold water.

Synthetic fabric

The main difference compared to wool is that synthetic fabric behaves like plastic, in that the fibres do not absorb liquid and moisture. This means that liquid and stains remain on the surface of the fibre rather than penetrating inside. However, synthetic material does not prevent fluid from passing through the fabric to the foam. More regular cleaning is needed than for wool, as the static charge of synthetic fabrics attracts dust and dirt, which can cause dirt and wear on the fabric's surface.

- Using a spray bottle, spray a light mist of a cleaning solution consisting of lukewarm water and a small drop of mild soap/detergent.
- Work the solution into the stain by gently applying to the entire surface of the fabric, washing the fabric from edge to edge, using a sponge or brush with very soft bristles.
- Avoid scrubbing and do not use a brush with hard bristles or anything that might cause wear to the fabric.
- Rinse the entire fabric thoroughly to remove all soap residue.
- Soak up any remaining water with a clean, soft hand towel or sponge.
- Soak up or use a wet vacuum cleaner to remove any remaining water from the entire surface of the fabric, from edge to edge.
- Air dry. Repeat rinsing and blotting dry until all soap residues have been removed.

STAIN GUIDE FOR SYNTHETIC FABRICS

STAIN	STAIN REMOVAL
Blood	Remove blood using cold water. If this does not help, add a pH-neutral detergent.
Ink	Remove as much as possible using absorbent paper. Clean with 20% denatured alcohol. Then wash with water and a pH-neutral detergent.
Chocolate, fat, etc.	Wash with lukewarm water and a pH-neutral detergent.
Grass and plant stains	Wash with lukewarm water and, if necessary, a pH-neutral detergent.
Coffee, tea and milk	Remove as much as possible using absorbent paper. Then wash with water and a pH-neutral detergent.
Ballpoint and marker pens, cosmetics	Clean with denatured alcohol.
Paint (oil-based)	Clean with turpentine and then dab with water and a pH-neutral detergent.
Paint (water-based)	Clean with cold water and a pH-neutral detergent. If the stain is old, consult a professional.
Nail varnish	Dab the stain with nail polish remover. If the stain does not disappear, use acetone.
Oil	Sprinkle talcum over the stain and leave it to work. Brush off the talcum and dab gently with a cloth, moistened with petroleum or denatured alcohol.
Shoe polish	Dab gently with a cloth moistened with white spirit or denatured alcohol.
Candle wax	Put down a piece of absorbent paper and iron with a warm iron (be careful not to melt the polyester at too high a temperature). Clean with turpentine. Dab with water and a pH-neutral detergent. Alternative: see chewing gum.
Jam, syrup, fruit, juice	Remove as much as possible with a spoon. Then clean with lukewarm water and a pH-neutral detergent.
Chewing gum	Cool with a plastic bag of ice cubes or a cooling block. Scrape off the stain. Any residues can be removed with white spirit.
Urine	Mix 1 part vinegar without colourings and flavourings with 2 parts water. Place a dry cloth on the back of the fabric and soak the fabric. Remove the vinegar mixture, alternating between a dry cloth and a cloth moistened with water.
Wine and spirits	Remove as much as possible using absorbent paper. Wash with water and a pH-neutral detergent, and finally clean with diluted denatured alcohol.

Leather is a natural material and needs to be treated with care to preserve its properties and appearance. Leather is sensitive to sunlight and extreme heat. You should therefore protect your leather furniture against direct sunlight and heat from a heat source.

- Dust regularly with a soft cloth and wipe off dried dirt from time to time.
- Vacuum with a soft brush, and if necessary clean particularly exposed areas.
- Wipe clean stains as soon as possible. Water-soluble stains should be dabbed and blotted dry with a white cloth or paper towel. Do not rub!
- Use water-based leather care products. Follow the supplier's instructions.

STAIN GUIDE FOR LEATHER

STAIN	STAIN REMOVAL
Dried dirt	Dissolve mild detergent or soap flakes in lukewarm water. Moisten a soft cloth, wring it well and wipe off the stain. Dry with a woollen cloth. Then let it dry for a time. Finally, treat it with a thin coating of leather care products.
Fluids	Immediately absorb the liquid with an absorbent cloth. Do not rub!
Food/oil	Remove immediately. Treat in accordance with the instructions for dried dirt. If the stain is still visible, do not do anything else. The leather will slowly absorb the stain.



Coated fabrics are generally resistant to everyday wear and tear. With regular care, they can keep their original softness and shine for a long time to come.

- Dust clean using a soft cloth.
- Artificial leather should be cleaned regularly (at least once a week) to maintain its surface and to prevent any build-up of dirt and bacteria. Take particular care with light colours, as they are more sensitive to dirt.
- All stains, dirt or other blemishes should be wiped clean immediately to reduce the risk of permanent stains.
- Fading: some clothing and accessories contain pigments (such as in jeans) which migrate into lighter colours in particular. The risk of this happening increases in high temperatures and humidity, and the resultant discolouration is virtually impossible to remove.
- Heat and sweat: avoid extended exposure to heat sources and regularly remove all traces of sweat.
- It is important to emphasise that although most artificial leather can be cleaned with alcohol-based detergents, the majority require these agents to be wiped off with a cloth soaked in water, as otherwise the alcohol will dry out the artificial leather and cause it to disintegrate/crack. Kinnarps offers artificial leather that can tolerate disinfection without subsequent wiping with water.

Avoid using undiluted alcohol and/or acetone, cleaning products with abrasives, solvents, perchlorethylene, any type of wax or trichloroethylene, as these can cause immediate, permanent stains and destroy the surface of the fabric.

STAIN GUIDE FOR ARTIFICIAL LEATHER

STAIN	STAIN REMOVAL
Dust	Dust off using a soft cloth.
SDirt and water-soluble stains	Clean regularly with a pH-neutral detergent and a damp sponge/cloth. Always finish off with clean water with no detergent. Important! Always avoid excess water getting into the seams.
Hand sanitiser, coffee, wine and discolouration (e.g. from jeans)	Must be cleaned immediately to avoid permanent absorption into the artificial leather. Remove by gently rubbing with a cotton cloth or soft sponge that is slightly damp with soap and water, diluted detergent or soap solution. Wipe off with water and dry with a clean cloth.
Oil, grease and difficult stains	Wipe gently with a clean, damp towel using a 'mild' solvent (such as pure petroleum). Dry the stained area using a dry fabric cloth, without rubbing hard, and then allow to dry in the air. Rubbing may cause colour changes.
Ink and marker pen	Can be removed by gently wiping the stain with a clean cloth moistened with a diluted alcohol solution. Do not use a concentrated solution and do not rub. Remove the solution with water. Use a clean cloth to dry after cleaning.
Bacteria	A disinfection agent can be used, but should be tested in a discreet area first. Read the instructions prior to use and always follow supplier recommendations. Wipe off gently with a clean cloth dampened with disinfectant. Wipe the surface with a dry, soft cloth and allow to dry.

DETERGENTS FOR ARTIFICIAL LEATHER

PLEASE NOTE: The use of detergents may cause discolouration. A test should be carried out on a hidden part of the furniture before use. For stubborn stains, you can use some detergents by following the manufacturer's instructions.

- Joy can tolerate disinfectants with a total ethanol content of up to 75% without needing to be wiped dry. We would like to clarify that if a detergent contains a combination of ethanol and propanol, these alcohols can reinforce each other and together cause more harm than a disinfectant containing just ethanol.
- The disinfectants available on the market have different tolerances for the amount of alcohol they contain. A disinfectant with 70% alcohol content can therefore actually contain 80% alcohol and cause more damage than a disinfectant from another brand with 75% alcohol content. It is therefore important to use the supplier's list of approved detergents to ensure a durable product over time.
- It is important that the disinfectant is applied evenly to the faux leather with a cloth. If the agent is sprayed on the furniture, there is a risk that stains from the agent will remain on the surface for a longer period of time without being dispersed, which can cause the surface to swell. This applies if the disinfectant has a total alcohol content of more than 75%.



Textiles should be cleaned thoroughly before you disinfect them. Please note that disinfecting the fabric may cause some colour fading. Use neutral ethanol, as pink ethanol may stain the fabric. Ethanol can also damage the flame-retardant properties of the fabric. Remember that hand sanitiser/gel left on your hands when you touch furniture can cause damage and permanent stains. As with cleaning with disinfection, it is therefore important to remove traces of these as soon as possible to avoid damaging the materials. We recommend using ethanol-based disinfectants instead of chlorine-based disinfectants, as chlorine-based disinfectants may pose a higher risk of colour changes in fabrics.

POLYESTER AND TREVIRA CS

To prevent viruses and bacteria on polyester and Trevira CS fabrics, you should clean and wash regularly with soap and water.

It is also possible to occasionally disinfect using ethanol-based disinfectants (70-85%), by spraying or wiping directly on the fabric. The fabric should not be made completely damp, to prevent the detergent from penetrating into the foam under the fabric. The foam can withstand a small amount – but does not tolerate being soaked.

- Surfaces must be cleaned before disinfection with ethanol, as ethanol is easily inactivated by organic material.
- Spray on a thin, even layer. The fabric does not need to be soaked to achieve an effect. Then allow to dry before use.
- Use a clean cloth moistened with ethanol when wiping, as for wiping any other surface. Allow to dry before use.
- As alcohol evaporates, it is not necessary to wipe the disinfectant with a clean cloth and water.

WOOL FABRIC

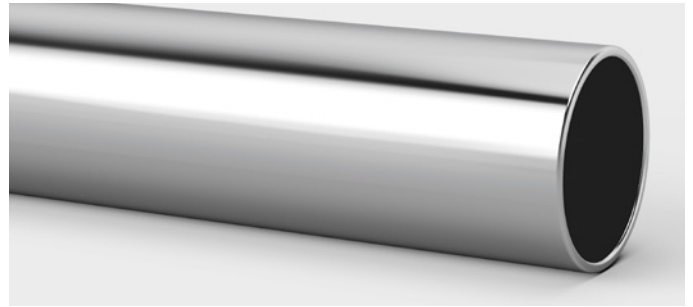
The natural outer layer of the wool fibre is less beneficial for microorganisms. Wool is known to have antimicrobial properties that inhibit the growth of different types of microorganisms, such as mould, bacteria and viruses. It is important to keep wool dry, as water plays a key role in the way wool fibre responds to microbes. In the event of contamination, furniture upholstered in wool fabric should preferably be left unused for at least the recommended period of time according to information issued by the authority responsible. We recommend professional cleaning for wool fabric. If this is not an option, wool fabric can be disinfected with ethanol. Ethanol-based disinfectants can be used, but the ethanol will harm the wool's natural fat (lanolin), cause discolouration and reduce the lifespan of the fabric. Consequently, this method should only be applied if there are absolutely no other alternatives.

ARTIFICIAL LEATHER

Kinnarps offers artificial leather that can tolerate disinfection without subsequent wiping with water. It is, however, important to point out that although most artificial leather can be cleaned with alcohol-based detergents, the majority require these agents to be wiped off with a cloth soaked in water, as otherwise the alcohol will dry out the faux leather and cause it to disintegrate/crack. Remember that most faux leathers are sensitive to hand sanitiser/gel if left on the surface, and damage can occur especially in connection with wear.

For more information on disinfection, see the section above on detergents for artificial leather.

Hard materials

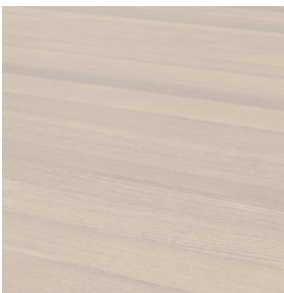


IMPACT OF FLUIDS AND TAPE

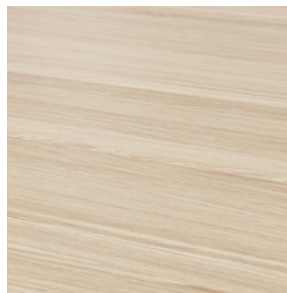
Fluids that leave serious stains such as coffee and wine should be wiped off immediately, as even though most of Kinnarps' surface materials have good resistance to this type of stain, they may discolour in certain situations.

Tape and other foreign substances such as adhesive, hand sanitiser, sunscreen and skin cream can soften the paint film and result in flaking/peeling paint. These should be wiped with a clean cloth and water.

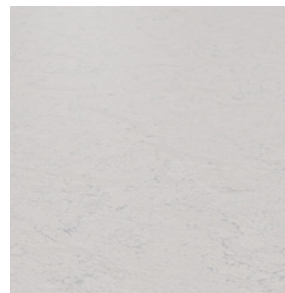
TYPES OF HARD MATERIALS



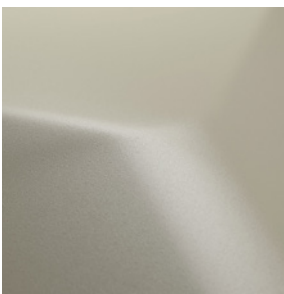
Wood and veneer



Laminate and HPL



Linoleum and marmoleum



Plastic



Metal



Glass

Wood is a living material, which means that each piece of wooden furniture is unique from the outset, with a natural variation in pattern, colour tone and lustre. Direct sunlight will cause permanent differences in colour and light in the surface, so expose the entire surface of the wood to the same amount of light. You should therefore remember to move mouse mats and items placed on the furniture from time to time, so that the surface matures evenly on wooden surfaces. This is most important when the furniture is new; changes take place much more slowly once you have achieved a mature surface. Wood is affected by factors such as the season, heat and humidity.

Wood and veneer surfaces are best cared for by:

- Dusting with a soft cloth.
- Cleaning with mild soap solution or washing-up liquid and lukewarm water.
- Avoiding aggressive detergents, solvents or products containing abrasives.
- Wiping with water and then with a dry cloth.

Use underlays for flowerpots, plates, coffee cups, etc. where there is a risk of spillage. Remove all stains as quickly as possible and wipe the surface dry after cleaning.

Warning! Avoid using excessive amounts of water and strong detergents.

Laminate and HPL

Laminate and HPL surfaces are best cared for by:

- Dusting with a soft cloth.
- Cleaning with mild soap solution or washing-up liquid and lukewarm water.
- Avoiding aggressive detergents, solvents or products containing abrasives.
- Wiping with water and then with a dry cloth.

STAIN GUIDE

STAIN	STAIN REMOVAL
Dust	Dust off using a soft cloth.
Rings and streaks that form on the surface	Easiest to remove with window cleaner.
Stubborn stains or discolouration	Can usually be removed by carefully using a mildly abrasive cleaning cream or paste. Do not use scouring pads or steel wool, as this will cause scratches.
Fingerprints	A soft cloth moistened with water and a mild detergent with a small amount of alcohol added (T-Red) can be used to wash off fingerprints.
Ink and marker pens	Can be removed using, for example, acetone or alcohol on a clean cloth. Try on a less visible area first.

The rough, matt surface of Grey Oak laminate can be difficult to clean in some situations. One agent that often works well is "Tanex power". Unfortunately, cleaning means that the matt surface can become slightly shinier on the cleaned part. If this happens, the entire top should be cleaned to avoid shinier zones on the surface. Try on a less visible part of the surface first

Linoleum and marmoleum

Linoleum and marmoleum surfaces are best cared for by:

- Dusting with a soft cloth.
- Cleaning with mild soap solution or washing-up liquid and lukewarm water.
- Avoiding aggressive detergents, solvents or products containing abrasives.
- Wiping with water and then with a dry cloth.
- For more stubborn stains, using a white nylon cloth to rub gently when cleaning. Wipe the surface dry after cleaning.
- To maintain the surface, a mixture of water and natural soap or wax should be used regularly. If the surface has lost its finish or become severely worn, a solution of water and natural soap or wax can be used to upgrade the surface layer.

To prevent stubborn stains, always use coasters under cups, vases, glasses, etc. It is important to remove stains as soon as possible, in order to prevent them from penetrating the material.

Do not use alkaline or alcohol-based detergents, as this will damage the surface.

STAIN GUIDE

STAIN	STAIN REMOVAL
Dust	Dust off using a soft cloth.
Stains	Remove by cleaning the surface with a neutral detergent and water.
Ingrained stains	If the above treatment does not help, try soaking the surface in water with a pH-neutral universal solution for a few minutes. Gently scrub the surface with a white pad or similar. Finish by wiping off the dirty water with a cloth.
Some pigmented stains	Can be removed or made less visible by using turpentine or a similar oil-based solvent.



Plastic

Plastic is best cared for by:

- Dusting with a soft cloth.
- Wiping the surface with a soft cloth and a detergent without solvents or abrasive chemicals – ordinary detergent works well.

Avoid placing products with plastic components in direct sunlight or too close to heat sources, as this may lead to discolouration and/or brittleness.

Metal

Metal is best cared for by:

- Daily cleaning of lacquered surface: wipe with a slightly dampened, soft lint-free cloth and a mild detergent.
- Daily cleaning, structural lacquered surface: wipe with a slightly dampened, lint-free cloth and a mild detergent.
- For heavily soiled chrome, aluminium or stainless steel, a soft cloth moistened with alcohol can be used.
- Alcohol can be used to disinfect, if the surface is wiped afterwards.

Glass

- Clean with window cleaner or washing-up liquid diluted in water.



Disinfection for hard materials

Avoid disinfectants containing bleach and hand sanitiser/gel, as these contain additional substances that may leave stains.

Our laminate, marmoleum and HPL furniture can be disinfected. Flat surfaces on veneered and stained furniture can be disinfected, but avoid the lipping. Should be wiped with a clean, soft cloth and water.

Electrical installations and electronics

- Keep all liquid away from electrical installations. If liquid gets in contact with electronic plugs etc, unplug the power cable immediately and then wipe up the liquid. If any liquid has penetrated the installation, ask a specialist to take action.
- Keep connectors, sockets, keypads and other open electronics free of dust and dirt using a vacuum cleaner or a slightly dampened cloth. Never wipe directly in sockets.
- To reduce wear on cables and connectors, try to keep cables separately secured.
- To reduce the risk of wear and tear, avoid placing cables against sharp edges or trapping them in doors or against tabletops/cable trays, etc.
- Never connect cable sockets to other sockets, as this may cause overloading.
- All installation of electronics must be carried out by qualified staff. No modification of cables, connectors, etc. is permitted.

