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| Task  As appropriate | Is AED Serviceable i.e. clean and no signs of contamination or damage | Check the AED status Indicator (as per manufacturer’s Instructions.) | AED Pads in date (Best Practice,2 sets of pads) | Carryout battery check including the expiry date | Accessory pack i.e. face mask scissors/  Razor and antiseptic wipes (or similar) |
| Jan |  |  |  |  |  |
| Feb |  |  |  |  |  |
| March |  |  |  |  |  |
| April |  |  |  |  |  |
| May |  |  |  |  |  |
| June |  |  |  |  |  |
| July |  |  |  |  |  |
| August |  |  |  |  |  |
| September |  |  |  |  |  |
| October |  |  |  |  |  |
| November |  |  |  |  |  |
| December |  |  |  |  |  |
| Inspected by  Print & Sign: |  |  |  |  |  |
| Remarks/ Issues: |  |  |  |  |  |
| Actions Taken: |  |  |  |  |  |