

# Section 8: Cleaning

**Important:** The procedures in this section apply for the HDP600/HDP600-LC and HDP600 CR100/HDP600-LC CR100 card Printers.

This Section deals with the Printer's internal and external maintenance in regards to the unit's cleaning and general upkeep. (**Note:** The Printer should be cleaned on a regular basis to insure that the Printer consistently produces high quality output.)



**Danger:** Be sure to disconnect the Printer's power cord whenever performing any type of maintenance procedure unless otherwise directed.

**Important:** Fargo Card Printers require highly specialized Print Ribbons to function properly. To maximize Printer life, reliability, printed card quality and durability, you must use only Fargo Certified Supplies. For this reason, your Fargo warranty is void, where not prohibited by law, if you use non-Fargo Certified Supplies. To order additional materials, please contact your authorized reseller.

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## Using the Required Supplies



For the maintenance procedures outlined for the Printer, you will need a Printer Cleaning Kit, available from the reseller. This optional kit includes the following:

- **Printhead Cleaning Pens** pre-moistened with 99.99% isopropyl alcohol for cleaning the Printer's Printhead.
- **Cleaning Cards** with an adhesive backing for cleaning the Printer's Cleaning Rollers.
- **Cleaning Pads** pre-moistened with 99.99% isopropyl alcohol for cleaning the Printer's Platen Rollers, Card Feed Rollers and general inside and outside area.




**Caution:** As with any electronic device, internal components of the Printer, such as the Printhead, may be damaged if exposed to static electrical discharges. To avoid potential damage, always wear an appropriate personal grounding device, such as a wrist strap (with integral resistor) connected to an ESD ground. At a minimum, make positive contact with the bare metal chassis of the Printer with the hand prior to touching any internal electrical components.


## Safety Messages (review carefully)

Symbol	Critical Instructions for Safety purposes
<p data-bbox="289 363 407 394"><b>Danger:</b></p> 	<p data-bbox="483 363 1284 426"><b>Failure to follow these installation guidelines can result in death or serious injury.</b></p> <p data-bbox="483 447 1284 510">Information that raises potential safety issues is indicated by a warning symbol (as shown to the left).</p> <ul data-bbox="483 531 1312 835" style="list-style-type: none"><li data-bbox="483 531 1312 636">• <b>To prevent personal injury</b>, refer to the following safety messages before performing an operation preceded by this symbol.</li><li data-bbox="483 657 1312 762">• <b>To prevent personal injury</b>, always remove the power cord prior to performing repair procedures, unless otherwise specified.</li><li data-bbox="483 783 1312 835">• <b>To prevent personal injury</b>, make sure only qualified personnel perform these procedures.</li></ul>
<p data-bbox="289 869 407 900"><b>Caution:</b></p> 	<p data-bbox="483 869 1344 932"><b>This device is electrostatically sensitive. It may be damaged if exposed to static electricity discharges.</b></p> <p data-bbox="483 953 1263 1016">Information that raises potential electrostatic safety issues is indicated by a warning symbol (as shown to the left).</p> <ul data-bbox="483 1037 1360 1642" style="list-style-type: none"><li data-bbox="483 1037 1360 1142">• <b>To prevent equipment or media damage</b>, refer to the following safety messages before performing an operation preceded by this symbol.</li><li data-bbox="483 1163 1360 1289">• <b>To prevent equipment or media damage</b>, observe all established Electrostatic Discharge (ESD) procedures while handling cables in or near the Circuit Board and Printhead Assemblies.</li><li data-bbox="483 1310 1360 1415">• <b>To prevent equipment or media damage</b>, always wear an appropriate personal grounding device (e.g., a high quality wrist strap grounded to avoid potential damage).</li><li data-bbox="483 1436 1360 1541">• <b>To prevent equipment or media damage</b>, always remove the Ribbon and Cards from the Printer before making any repairs, unless otherwise specified.</li><li data-bbox="483 1562 1360 1642">• <b>To prevent equipment or media damage</b>, take jewelry off of fingers and hands, as well as thoroughly clean hands to remove oil and debris before working on the Printer.</li></ul>

## Cleaning inside the Printer

Step	Procedure
1	Open the Lamination Arm.
2	Remove the Print Ribbon and HDP Film from the Printer.
3	<p>If you have a can of compressed air, blow out all visible areas of the Printer interior. (<b>Note:</b> Remove any debris that may be inside.)</p> <p><b>OR</b></p> <p>If you do not have a can of compressed air, use a cleaning pad from the Printer Cleaning Kit to wipe out all visible areas inside the Printer. (<b>Note:</b> Remove any debris that may be inside.)</p> <p> <b>Caution:</b> Be extremely careful not to let any alcohol drip inside the Printer!</p>
4	Re-install the printing supplies.
5	Close the Lamination Arm.

## Cleaning outside the Printer

Step	Procedure
1	<p>The Printer has a durable casing that should retain its luster and appearance for many years.</p> <p>Clean it only with a Cleaning Pad from the Printer Cleaning Kit.</p> <p> <b>Caution:</b> Do not use cleaning solvents of any kind or spray the cabinet with a cleaner!</p>

## Cleaning the Printhead

Clean the Printhead every time the Print Ribbon is changed to maintain consistent print quality, as instructed below. This procedure should also be performed approximately every 400 prints in order to maintain consistent print quality.






**Caution:** Never use a sharp tool or abrasive object of any kind to clean the Printhead. It will damage the Printhead. Watches, rings, bracelets and other jewelry can damage the Printhead if accidentally bumped against it. For best results, remove such items before touching any internal components of Printer.

Step	Procedure
1	Remove watches, rings, bracelets and other jewelry.
2	Open the Lamination Arm.
3	Use a Printhead Cleaning Pen from the Printer Cleaning Kit to firmly wipe back and forth across the surface of the Printhead.
4	Close Lamination Arm once the Printhead is completely dry.

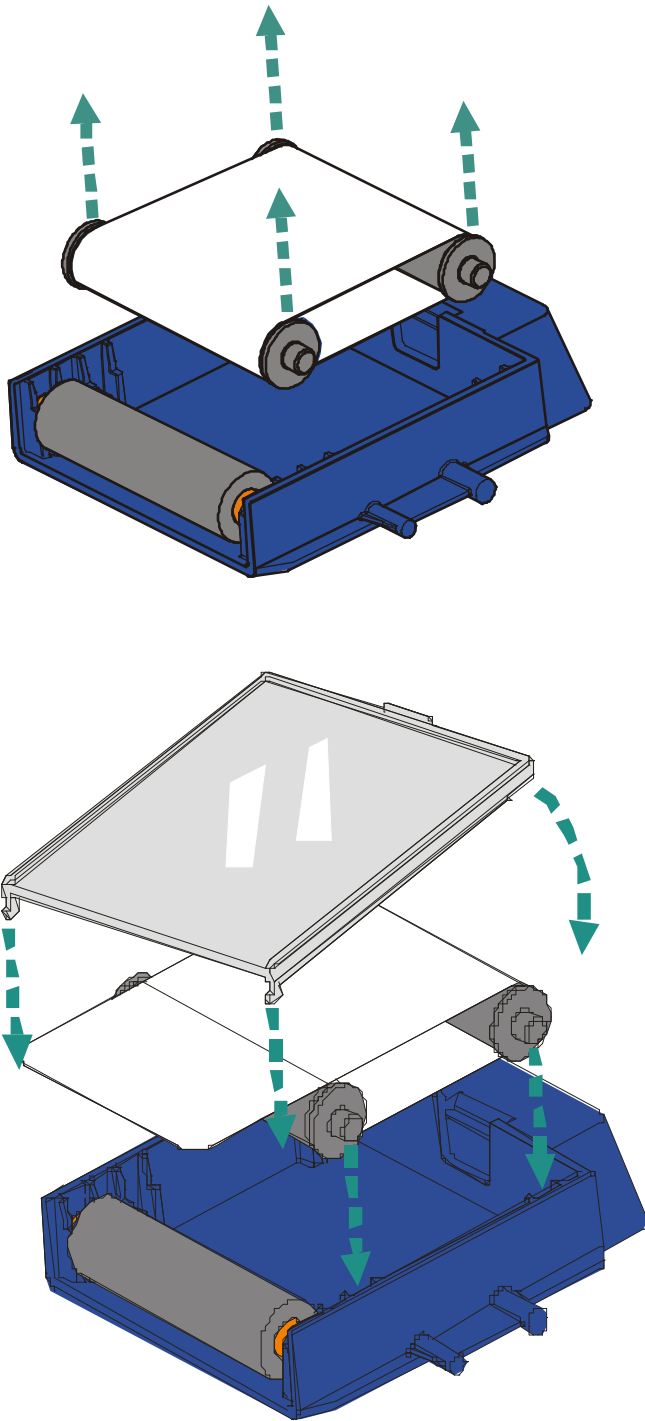
## Replacing the Card Cleaning Tape



**Caution:** Replace the Card Cleaning Tape approximately every **2,000 to 3,000 prints**, depending on the cleanliness of the card stock or the environment in which the Printer is located.

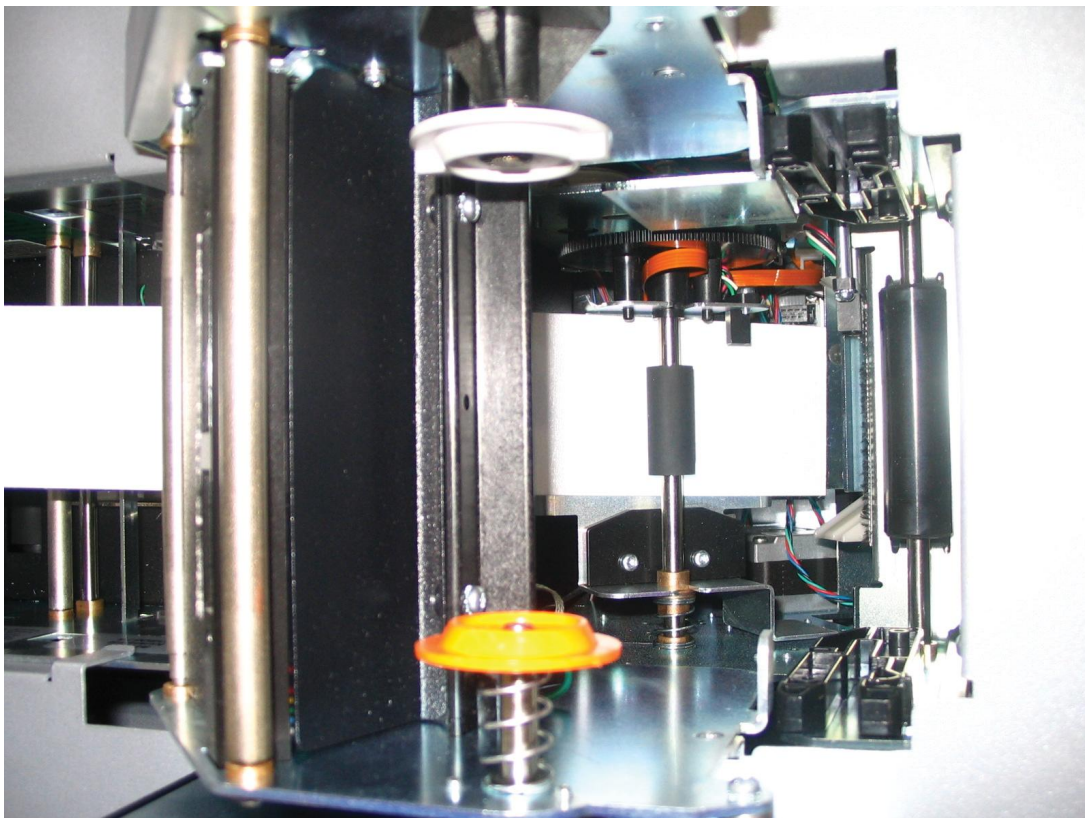
Steps	Procedure
1	Open the Printer's Top Cover.
2	Pull the Cleaning Cartridge out of the Printer.
3	Open the Cleaning Cartridge by pressing on the release tab of the clear Cleaning Cartridge Cover and pulling the cover up.
4	Pull up on the used cleaning tape and lift it and the two Tape Rollers out of the Cartridge. ( <b>Note:</b> The Cleaning Roller can stay within the Cartridge.)
5	Insert the two Tape Rollers into the new Cleaning Tape loop.
6	Place the Tape Rollers and the new tape back into the cartridge by (a) placing the Roller (closest to the cartridge's handle) and (b) pressing the second Roller into place.  <b>Caution:</b> Be sure to orient the new tape loop so that it extends over the Cleaning Roller once it is installed. See below.
7	a. Set the clear Cleaning Cartridge Cover back into place.  <b>Caution:</b> Be sure the tabs on the cover are seated properly into the slots on the cartridge as shown below. b. When in place, press down on the top of the cover until it snaps shut.
8	Pull on the tape loop's tab to remove the backing from the tape.
9	Insert the Cleaning Cartridge back into the Printer.  <b>Caution:</b> Be sure to push down on the cartridge until it clicks into place. If the cartridge is not inserted properly, the Printer will not feed cards.

See the previous procedure in this section.



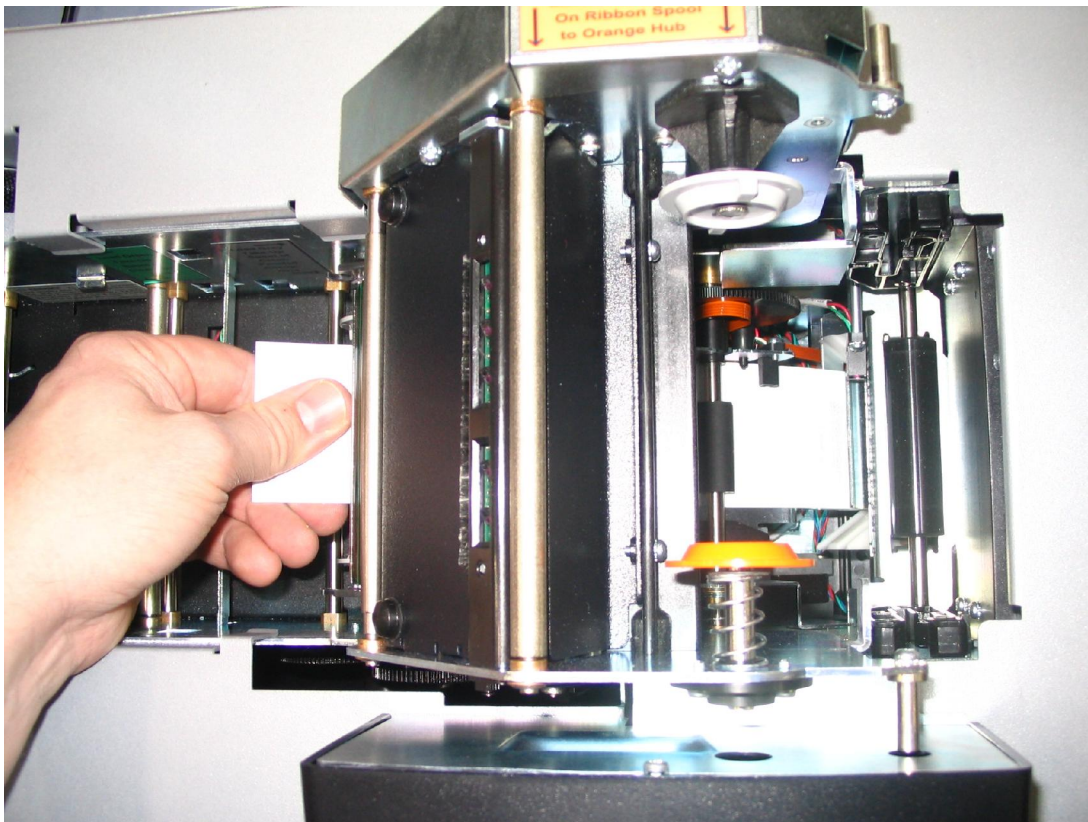
## Cleaning the Magnetic Encoder

Step	Procedure
1	Open the Top Cover and remove the Ribbon.
2	a. Locate the Flipper Table in the Input Module. b. Turn the Printer on. c. Rotate the Flipper Table clockwise to a 45 degree angle. ( <b>Note:</b> The Table will tilt and provide access to the Magnetic Encoder's opening.)
3	Open the Cleaning Card (082133), which is sold separately and is not included in the cleaning kit. ( <b>Note:</b> You will need to work quickly because the alcohol will dry once it is removed from the envelope.)
4	Insert the card onto the Flipper Table. See below




## Cleaning the Magnetic Encoder (continued)

Step	Procedure
6	Press the <b>REV</b> button on the LCD display seven (7) times to feed the card into the Magnetic Module. ( <b>Note:</b> The card does not go all the way through the Flipper Table.)
7	Hold the end of the Cleaning Card securely with your thumb and index finger while you press the <b>REV</b> button on the LCD display five (5) more times. ( <b>Note:</b> This allows the Roller to spin against the Cleaning Card and fully clean the Roller.) See below.
8	Remove the Cleaning Card by pressing the <b>FORWARD</b> button on the LCD display to eject this card from the Printer.
9	The process is now complete. ( <b>Note:</b> This magnetic cleaning process should be done every time another cleaning is performed, which is roughly every 3,000 cards, or whenever you experience Magnetic Encoding problems.)
10	Be aware that the card can be used only once as it will dry out quickly. ( <b>Note:</b> If it dries out before you clean the Roller, a new card must be used.)



## Cleaning the Platen and Transfer Rollers

Step	Procedure
1	Leave the Printer power ON and open the Lamination Arm. If using a Printer with a Card Lamination Module attached, also open the Lamination Module's Top Cover and Lamination Station.
2	Remove the Print Ribbon and HDP Film.
3	Locate the Print Platen Roller.
4	Use a Cleaning Pad from the Printer Cleaning Kit to wipe the Roller clean.
5	Locate the Transfer Platen Roller.
6	 <b>Danger:</b> Transfer Rollers will be extremely hot. Printer must be cold in order to clean it. <ol style="list-style-type: none"><li>Use a Cleaning Pad from the Printer Cleaning Kit to wipe the Roller clean. Press the <b>Forward</b> and <b>Back</b> buttons to move the Roller back and forth while cleaning.</li><li>If using a Printer with a Card Lamination Module (attached), wipe the Lamination Transfer Roller clean as well.</li></ol>
7	Replace the printing supplies and close the Print and Transfer Stations after the Rollers are clean and completely dry.