

## Finger Sensor Cleaning Procedures



We recommend that you clean the finger scanner sensor once a month.

Turn the clock off and remove the Electrical power.

Use any type of household kitchen or window cleaner, such as Formula 409, Windex or any generic versions of these cleaners.

**Do NOT use chlorine based cleaners, such as Clorox, bleach, non-chlorine bleach, or chlorine-based bathroom or mildew cleaners.**

Chlorine based cleaners will not necessarily affect the functionality of the finger sensor, but they will discolour the finger drive ring and could damage the surrounding circuitry around the fingerprint sensor.

**Do NOT use any solvents, such as acetone, MEK, TCE, paint thinner, turpentine etc.** Solvents will not adversely affect the sensor, but they might damage the surrounding enclosure and peripheral components to the sensor.

Wet one end of a cotton swab (not soaking or dripping wet) with one of the above mentioned cleaners. Gently rub the sensor surface and finger drive ring with the wet cotton swab, slowly rotating the swab so the new clean surface of the swab is constantly exposed to the sensor surface. Do not allow cleaner to drip or run down into the electronics of the sensor and clock.

After cleaning with the damp swab, gently rub the surfaces again with a dry cotton swab. Use a clean swab each time the sensor is cleaned.

(If a dirty swab is used, it may make the sensor dirty again)

**midnight technologies pty ltd**  
E N G I N E E R I N G   B Y   D E S I G N

1<sup>st</sup> Floor, 8 Queen Street, Nunawading, Victoria 3131, Australia  
Ph (int) + 61 3 9873-5266 Fax (int) + 61 3 9873-5299 ABN 29 287 805 796  
[www.midnighttechnologies.com.au](http://www.midnighttechnologies.com.au)      [sales@midnighttechnologies.com.au](mailto:sales@midnighttechnologies.com.au)



## **Privacy Statement**

The EziTime Biometric time clock and the MT-300 Biometric time clock store a mathematical representation of the users fingerprint. Each time a users finger is scanned by the time clock the mathematical representation of that finger scan is matched against the stored mathematical finger representations which are linked to individual people.

The mathematical representation that is stored with-in the time clock can not be used to copy or re-produce a finger image.

No graphical (bitmap) representation of any finger prints are stored or transmitted.

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[www.midnighttechnologies.com.au](http://www.midnighttechnologies.com.au)      [sales@midnighttechnologies.com.au](mailto:sales@midnighttechnologies.com.au)