

SERVICE LETTER

DATE January 15, 1975

NUMBER: DK-3029

(Ref: Customer Documentation
PIB DK-3027)

SUBJECT: DRIVE AND MEDIA PREPARATION FOR USE IN D3000 DISK DRIVES

PURPOSE: As a precautionary measure, no media for use on disk drives should be assumed uncontaminated. Regardless of vendor, type of pack, or platter, quality could suffer. To insure the utmost in reliability from both drive and media, whenever a new pack or platter is introduced into the system, a thorough cleaning of pack, platter and R/W heads is recommended. The following procedure if adhered to, should keep media/drive contamination problems to a minimum.

SECTION I: CLEANING MATERIALS

The following cleaning materials are recommended for use when cleaning the disk drive:

- 1) Lint-free wiper such as Microwipes TX500 or equivalent.
(available from Texwipe Co., Hillsdale, N.J. 07642)
- 2) Isopropyl alcohol, 91 percent by volume.

****NOTE****

Use only 91 percent isopropyl alcohol to clean disks and heads. Use of any other type of cleaner or solvent, such as carbon tetrachloride or trichlorethylene may result in damage. Do not use contaminated alcohol which could contain any form of residue.

- 3) Disk cleaning wand (2 required) Texwipe Part No. TX800
(available from Texwipe Co., Hillsdale, N.J. 07642)
Pertec Part No. 623-0002

SECTION II: CLEANING THE HEADS

Remove the cover from the disk drive and raise the Logic PCBA to the extended position.

****NOTE****

Dual disk models - the Read/Write PCBA should be removed prior to performing the head cleaning operation.

The following procedure is performed for each head:

- 1) Prepare two cleaning wands (Pertec P/N 623-0002) as follows:
 - a) Insert a lint-free wiper into the barbed slot of wand.
 - b) Rotate wand counter-clockwise thereby wrapping wiper completely around wand. Take care not to contaminate wiper.

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- 2) Dampen wiper with isopropyl alcohol

****CAUTION****

DO NOT TOUCH THE FACE OF THE HEADS WITH FINGERS:
ACIDS EMITTED FROM SKIN CAN CAUSE PERMANENT DAMAGE
TO A HEAD. DO NOT LEAVE ANY ALCOHOL RESIDUE ON FACE
OF THE HEADS. DO NOT BLOW ON THE HEADS AS MOISTURE
WILL CONTAMINATE THE HEADS

- 3) Carefully wipe the face of the head assembly with the dampened wiper.

*****CAUTION*****

Take care not to over-stress the gimbal
spring or the load spring on the head
assembly.

- 4) Wipe the face dry using the second cleaning wand; this operation must be done before the alcohol has evaporated.
- 5) Use a dental mirror to inspect each head after cleaning. In the event that contamination cannot be removed with alcohol, affected heads must be replaced.

Any physical damage to the gimbal spring, the load spring, head or the load pin will necessitate replacement of the head assembly.

SECTION III: CLEANING THE FIXED DISK

The lower disk in dual disk drives is cleaned as follows:

- 1) Gain access to the fixed (lower disk).
 - a) Front Load Models: remove the access cover plate on the side of the lower disk cover.
 - b) Top Load Models: remove the brush air deflector plate on the side of the cartridge adapter bowl.
- 2) Prepare two cleaning wands as follows:
 - a) Insert a lint-free wiper into the barbed slot of wand.
 - b) Rotate wand counter-clockwise thereby wrapping wiper completely around wand. Take care not to contaminate wiper.
- 3) Dampen wiper with isopropyl alcohol.
- 4) While rotating the spindle chuck counter-clockwise, insert the cleaning wand at a 90-degree angle to the disk pointing directly at center. The wand should remain flat and stationary opposing the rotation of the disk, thereby removing all foreign matter.

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- 5) Using the procedure in Step (4), wipe the disk surface dry using the second cleaning wand. This operation must be done before the alcohol has evaporated from the disk surface.

*****CAUTION*****

EXCESSIVE WAND PRESSURES CAN CAUSE
DRY FRICTION HEAT WHICH CAN DESTROY
RECORDED DATA.

*****CAUTION*****

DO NOT ALLOW ALCOHOL TO DRY ON THE
DISK SURFACE. DO NOT TOUCH THE DISK
WITH FINGERS. ACIDS EMITTED FROM SKIN
CAN CAUSE PERMANENT DAMAGE TO THE DISK
SURFACE.

- 6) Inspect the disk surface by illuminating the lower disk area with a suitable light source, e.g., flashlight.
- 7) Repeat Steps (4) through (6) for the second surface of the lower disk.
- 8) Reinstall the plate and hardware removed in Step (1) above.

*****NOTE*****

Removeable cartridge disks can be cleaned in a similar manner, or they can be disassembled for cleaning. It is important that the slots (notches) in cartridge hubs be kept clean and free of dirt and particles.