

《普拉提器械皮革清洁与保养 SOP》

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Pilates Equipment Leather Cleaning & Maintenance SOP

(适用于超纤皮革表面 / For microfiber leather surfaces)

1. 日常清洁 (每次课程后)

Daily Cleaning (After Each Session)

- 使用干净的软布或微湿毛巾擦拭皮革表面，去除汗渍与灰尘。

Wipe the leather surface with a clean soft cloth or slightly damp towel to remove sweat and dust.

- 确保毛巾拧干，避免水分渗入缝隙。

Ensure the towel is well wrung out to prevent moisture from seeping into seams.

- 擦拭后用干布收尾，保持表面干爽。

Finish with a dry cloth to keep the surface dry.

2. 每周保养

Weekly Care

- 使用中性清洁剂（如稀释的温和肥皂水）蘸湿软布，轻轻擦拭表面。

Use a neutral detergent (e.g., diluted mild soap water) with a soft cloth to gently wipe the surface.

- 立即用干布擦干，避免残留水分。

Dry immediately with a soft cloth to avoid water residue.

- 可在清洁后薄涂一层皮革护理剂，保持柔软与光泽。

Optionally apply a thin layer of leather conditioner to maintain softness and shine.

3. 季度深度清洁

Quarterly Deep Cleaning

- 对器械皮革进行全面擦拭，重点清理高频接触区域。

Thoroughly clean all leather surfaces, focusing on high-contact areas.

- 使用中性清洁剂+护理剂组合，完成一次深度养护。

Use a combination of neutral detergent and conditioner for deep maintenance.

- 检查皮革表面是否有磨损或开裂，及时反馈维修。

Inspect for wear or cracks and report for repair if needed.

4. 注意事项

Precautions

- 禁止使用酒精、漂白剂、强酸碱或溶剂类清洁剂。

Do not use alcohol, bleach, strong acids/alkalis, or solvent-based cleaners.

- 禁止使用硬刷、粗糙布料或高温烘干。

Do not use hard brushes, rough cloths, or high heat drying.

- 避免器械长时间暴晒或放置在潮湿环境。

Avoid prolonged exposure to direct sunlight or damp environments.

5. 环境要求

Environmental Requirements

- 保持训练室通风良好，避免潮湿。

Keep the studio well-ventilated and dry.

- 建议在器械下方铺设防潮垫，延长使用寿命。

Place anti-moisture mats under equipment to extend lifespan.

执行频率一览表

Execution Frequency Overview

项目 / Task	频率 / Frequency	方法简述 / Method Summary
日常清洁 / Daily Cleaning	每次课程后 / After each session	湿布+干布擦拭 / Damp + dry cloth
每周保养 / Weekly Care	每周 1 次 / Once a week	中性清洁剂+护理剂 / Neutral cleaner + conditioner
季度深度清洁 / Quarterly Deep Cleaning	每季度 1 次 / Once a quarter	全面清洁+检查维护 / Full cleaning + inspection
