# Sports Equipment Maintenance

This playbook provides a guideline for the correct use and regular maintenance of sports equipment to ensure user safety and prolong the life of the equipment.

### Step 1: Inspection

Thoroughly inspect all equipment before use to check for any signs of damage, wear, or malfunction.

### Step 2: Proper Use

Use equipment strictly as intended, following all manufacturer's guidelines and recommendations.

### Step 3: Cleaning

Clean equipment after each use to remove dirt, sweat, and other residues that could cause degradation.

### Step 4: Storage

Store equipment in a suitable environment that is dry, cool, and away from direct sunlight to prevent damage.

### Step 5: Routine Checks

Schedule and perform routine maintenance checks to ensure all equipment is functioning correctly and safely.

### Step 6: Repair or Replace

Promptly repair or replace any equipment that is no longer safe to use or does not meet performance standards.

## General Notes

### Safety First

Always prioritize safety over convenience when deciding whether to use, repair, or replace equipment.

### Manufacturer's Manual

Retain and refer to the manufacturer's manual for specific maintenance guidelines tailored to each piece of equipment.

### Training

Ensure that everyone using the equipment is properly trained in its use and aware of maintenance schedules.