



Operating and Maintenance Instructions. Single/Double leaf-Single/Multiple Actuators. Solid top and glazed.

Please read all instructions prior to operating the unit.

Before operating the unit manually or automatically ensure that there is no obstruction to the arc of the opening top.

Operation:

The unit operates manually/automatically following activation from either a push button /key switch or as part of the building ventilation system. On ventilation schemes it is usual for there to be a manual override/test operation facility.

If as part of a ventilation system then the main control system should be operated and maintained in accordance with the instructions of the system supplier and installer and is not part of this instruction.

The functions of the control unit and opening system should be tested by authorised personnel only.

The unit should be physically installed in accordance with the installation instructions and electrically connected/wired in accordance with the unit wiring diagram supplied and in conjunction with the overall system electrical requirements.

This type of unit **opens to approximately 85 degrees** (included angle) from its closed position. **Before operating the unit manually or automatically ensure that there is no obstruction to the arc of the opening/closing top.**

When the open command is given by the switch/control panel, there is usually a delay of 2-3 seconds before the hatch begins to open. Hold the key switch to the “open” position until the unit lid is fully open and the actuator motor stops. The unit will open fully within approximately 45/60 seconds and the opening operation stops automatically at the extent of the actuator/mechanism stroke.

Similarly for closing. Hold the key switch to the “close” position until the unit lid is fully open and the actuator motor stops.



Maintenance.

The following should be carried out at a maximum 12 months interval. More frequent maintenance is recommended, particularly in exposed and high pollution environments.

The hatch is a fabricated aluminium/steel structure with hinged lids, operated by an electro-mechanical actuator.

The actuator requires little or no maintenance other than to periodically inspect for damage and to ensure that the moving ram is clean and free of any signs of corrosion.

The lid hinges should be clean and lubricated with a medium grade machine grease.

The body/lid of the unit (self-colour/painted) should be cleaned using clean water and a mild detergent with a soft cloth/sponge.

Glazed panels should be cleaned with a proprietary glass cleaner.

Do not use abrasive cleaning products on metal work/paint/glass.

The following should be carried out at a maximum 6 months period or less.

1. For glazed units check all silicone type seals around the glass panels for any signs of degradation or shrinkage and or water ingress. Any such seals showing signs of degradation or shrinkage should be removed and replaced (use ARBOsil 1096). The breakdown of glazing units as a result of lack of maintenance to the surrounding seals will not be covered by warranty.
2. Inspect the condition of the battery backup and the ability to accept a full charge and replace as necessary. It is important to use the same battery type to achieve the required current output. Regardless of condition batteries should be replaced at 36 months.
3. Check the unit body and mechanism for any signs of corrosion. Any areas of corrosion should be attended to, cleaned off and treated with an anti-corrosion treatment suitable for that particular materials. (Contact Surespan +44 1922 711185.)

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