



Operation, Maintenance and Repair Instructions

Annual Maintenance

Check door leaf(s) for damage.

Check the door leaf alignment. Ensure door leaf does not scrape the frame and has the required clearance.

Check hinge pivots. Clear vent (louvre blades) of any debris to ensure maximum airflow is maintained.

Check locks, latches, handles, panic latches and other ironmongery for smooth operation and security.

Ensure no damage or bending to anti-vermin mesh on rear of doors.

If any problems are found refer to relevant fitting instructions or contact Sunray.

Safety Instructions

Keep opening clear at all times.

Do not lean ladders on the door or supporting frame.

Do not operate an obviously damaged or unsecured door. If the door is found to be damaged, do not use the door and place a warning sign stating "**DO NOT USE**". Ensure all damage is checked by a qualified engineer before operating.

Open and close the doorset using only the handles fitted.

General Maintenance

To ensure safe, reliable operation regular inspection and maintenance is essential.

The frequency of the maintenance depends on the amount of use.

| Door cycles per day | Recommended inspection and maintenance periods |
|---------------------|--|
| Up to 15 | Every six months |
| Up to 30 | Every four months |
| Up to 40 | Every two months |
| Up to 50 | Every five weeks |
| Over 50 | Every two weeks |

Finished doors can be cleaned using mild household detergents or washing up liquid with warm water.

DO NOT use any chemical solvents, bleach or abrasive type cleaners, which will affect the paint finish.

Finish coat must be applied to primer only doors within a reasonable period to prevent corrosion.

Maintenance of Ironmongery

All ironmongery needs to be regularly checked for damage and wear.

Hinges

Check that there is no visible wear on the hinges. Any wear to the nylon spacer could indicate wear and impending failure.

Meaning the hinges should be replaced as soon as possible.

Locks and Lever Handles

Check the levers fully return to the horizontal position after use and that the double leaf draw bolts are engaging smoothly and completely into the head and threshold. Wipe any metal dust deposits off the handle underside and strike plate.

Adjust, lubricate or replace as required.

All Ironmongery

Make sure that all fixings are secure. Some closer arms may require lubrication.



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