Operation and Safety Manual for Single Skin roller shutters supplied by Paramount 26 LTD,

Applies to doors from the following drawing lists,

Paramount tube operated shutters

Drawing series INERTIA-01 TO INERTIA-10

Important information,

This manual contains information to comply with the European Union Machinery Directive, which has been implemented in the UK and covered under Statutory Instrument

This Document is to be read in conjunction with the CE Marking Declaration which will be available on request BS EN 13241-1:2003 and Machinery Directive, Industrial, commercial and garage doors and gates. Product standard Products without fire resistance or smoke control characteristics

This Legislation requires all industrial doors (not including products intended for fire resitants’ or smoke control) to comply with the essential safety requirement of the aforementioned regulations and that the manufacturer of the door is is required to “CE” mark its product and issue a declaration of conformity for each door supplied,

This Manual incorporates our declaration that your door conforms to the above European Directive,

It is imperative that this door like all machinery receives adequate maintenance suitable for the environment in which it is used, carried out by competent and qualified personal, this is to enable you to meet your responsibilities under the provision ad use of equipment regulations (1993), (To Maintain the door) and to maximise its service life and minimise repair costs,

Should you require any further advice on this door or any of our other products please do not hesitate to contact us,
Attention

Paramount 26 LTD does not assume or accept responsibility for any accidents, injury or damage, which may occur due to user or installer negligence or failure to comply with these instructions.

All alterations to the fabric or design of the door should only be carried out after consultation with the manufacturer.
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1 General

This manual describes the operation of your new Paramount 26 Door. For some applications / versions it may be necessary to consult additional manuals, ie control panel /Motor manuals,

1.1 General Safety

a. This Paramount 26 door has been designed to be compliant to the latest European CE Standards. On completion of install check to confirm the CE mark has been affixed /completed.

b. Adding or removing parts may have an adverse effect on the operation and or safety of your new door.

c. Unless otherwise stated all dimensions are in millimetres.

d. Due to our policy of continued development and improvement we reserve the right to modify specifications without written notice.

1.2 Symbols and/or Warning signs,

- Symbol for General DANGER
- Symbol for ATTENTION
- Symbol for CUTTING, SNAGGING, CRUSHING, PINCHING DANGER from moving parts!
<table>
<thead>
<tr>
<th>Description</th>
<th>Danger / Hazard</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Maintenance</td>
<td>Ensure shutter is serviced in accordance with manufactures recommendation (at least once a year) Document in writing, this will increase dependant on Environment and use of door</td>
</tr>
<tr>
<td>2 Electric Drive</td>
<td>Refer to manufactures instructions for correct and safe operation of electric Drive and other components</td>
</tr>
<tr>
<td>3 Guide Track</td>
<td>Danger of pinching, Catching, Drawing in etc., Never lean in or touch guides When door is in operation</td>
</tr>
<tr>
<td>4 Control panel</td>
<td>Always ensure the person operating the control panel has an unobstructed View of the moving door and surrounds, if unable to provide this then Relevant safety devices must be used,</td>
</tr>
<tr>
<td>5 Rubber bottom seal</td>
<td>Never operate the door while persons are stood under the moving door leaf,</td>
</tr>
<tr>
<td>6 Manual override</td>
<td>Never operate the manual operation device while the shutter is moving, use of the manual operation should only be carried out by competent persons</td>
</tr>
<tr>
<td>7 Door Curtain (lath)</td>
<td>Large and heavy part of a door, potential to do harm so care must be used at all times when in operation,</td>
</tr>
<tr>
<td>8 Top of door</td>
<td>Potential of entrapment between curtain and barrel if door is perforated or letterbox punched, use of safety devices both sides of curtain at the head to be wired to the stop circuit to prevent entrapment,</td>
</tr>
</tbody>
</table>
1.3 End user responsibilities

- Follow instructions in this manual
- This Paramount 26 industrial Roller Shutter should only be operated by suitable persons. Never let children operate and play with it.
- Essentially, no people, animals or other objects should be in the vicinity of the opening while the Roller Shutter is in operation.
- When operating the Roller Shutter, it should always be in sight. (unless the door is equipped with suitable monitored safety devices)
- Never lean against the door curtain and/or guide track, take care that fingers do not get caught in moving door curtain and/or other moving parts.
- In case of failure, always consult a qualified company!
- Do not make any alterations to the Paramount 26 Roller Shutter without prior written permission
- Don't add or remove weight increasing or decreasing parts to the Paramount 26 Roller Shutter.
- Never stand on the bottom rail or other parts.
- Never climb up using the door leaf.
- Never use the Paramount 26 Roller Shutter as a hoist.
- Never interfere with a moving Paramount 26 Roller Shutter or moving parts!
- If the electric drive no longer functions, the Paramount 26 Roller Shutter should always be operated manually. (if the motor is equipped with this facility)
- Ensure that your Paramount 26 Roller Shutter is fully functioning, and have the safety features checked regularly (when first installed and at your own discretion, but at least once a year) by a qualified firm, and ask for written confirmation / record
- At least once a month, visually inspect your Paramount 26 Roller Shutter for damage.

1.4 Warranty and liability

- Alterations to the Paramount 26 Roller Shutter or alterations to the drive that are not in compliance with this manual will invalidate the warranty and thus release the manufacturers from any liability. This also includes damage resulting from incorrect operation, failure to follow the instructions in this manual and/or poor maintenance and/or care of the Paramount 26 Roller Shutter.

2 Application

- The Paramount 26 Roller Shutter is designed for closing off an entrance/exit to a building. Using the Paramount 26 Roller Shutter for any other purpose is not permitted.
3 Operation

3.1 Manual operation

Tensioning or adjustment of the barrel should only be carried out by competent and qualified fitters.
On completion of the install the shutter should move in a controlled manner without sudden tendency to
either fall or rise in an uncontrolled manner.

Shutters designed without a safety brake should not be used to cover a door way and are only designed for
use over a window or special applications such as conveyor systems where the likely hood of a single
component failure is unlikely to cause injury to the user.
If there is doubt even in these applications then the use of a safety brake or other device to prevent sudden
closure of the door in the event of single component failure should be installed in accordance with the current
regulations in place.

Use of the manual hand chain operation system is to be carried out in a controlled manner,
Sudden snatching of the hand chain can result in damage to the chain and drive components,
Uncontrolled motion of the shutter with the hand chain being left uncontrolled while in moving can result in
injury to the operator when the chain snakes,
Any damage to the door from the above misuse or injury to the operator will invalidate the warranty and
Paramount 26 will not accept any liability for costs or injury caused.

3.2 Operation via electric motor (Direct Drive)

The direct drive motor design is recommended as being the safest option especially for doors that have high or
higher than normal usage,
This motor design includes an internal safety brake within the motor drive which prevents the door from
falling in an uncontrolled manner,

Use of the manual operation is prohibited while the motor is in use and will cause serious damage to the
operator,

Operation and wiring of this motor will necessitate reference to the operator manuals for the motor and
control panel which can be provided separately,

3.3 Operation via Electric motor (Chain Drive)

The Chain driven motor utilized on the Paramount 26 shutter must always be used in conjunction with an
inertia brake device which should always be wired into the stop or safety circuit of the controls to prevent any
damage in the event the brake engages,

Frequent inspection of the drive chain should be undertaken with the chain being cleaned and lubricated at
regular intervals (not less than once per year) but increasing in frequency dependant on the use and conditions
operation, dusty and damp conditions can lead to premature failure,

Use of the manual operation is Prohibited while the motor is in use and will cause serious damage to the
operator,

Operation and wiring of this motor will necessitate reference to the operator manuals for the motor and
control panel which can be provided separately,
3.4 Electric operation (Tube motor)

The Tube motor utilized on the Paramount 26 shutter must always be used in conjunction with an inertia brake device which should always be wired into the stop or safety circuit of the controls to prevent any damage in the event the brake engages,

Use of the manual operation is **Prohibited while the motor is in use** and will cause serious damage to the operator,

Manual operation of this motor can vary and advice should be sought for instruction of the specific type used on your door,

Heavy usage (more than 4 x per hour) will significantly reduce the life of this motor and invalidate the warranty, this motor type is designed for low usage doors with space restrictions due to its very small size,

Various control options exist for this motor type and installation and commission of these should be in conjunction with the relevant instructions,

3.5 Basic Control panel (3ph motor)

This section currently under construction

Instructions for the specific control panel provided with you door can be provided on request,

This Basic controller is not designed for use with photocells or safety edges, while its possible to connect these the operation will not be as expected nor will it comply to the European CE Standards

3.6 Upgraded Control panel (3ph motor)

This control panel should be used for all doors that are required to close via automatic or unmanned operation,

Connection of safety devices should always be in accordance to the specific control panel provide instructions,

Use of the controller in automatic operation without the Safety devices connected can lead to injury of the operator / user, and will not be in accordance with relevant required safety standards,

Use of the door without the correct safety devices that do not comply to the relevant European standards or do not suit the site conditions as assessed by the installing companies site risk assessment will invalidate the warranty of the door and paramount 26 will not be held responsible for any liability or costs incurred,

Specific wiring and operating instructions for the advanced control panel will be provided on request
3.7 Inertia Brake

All doors that have the potential to cause harm as set out in the relevant standards from a single component failure must include an approved safety device,

On all doors apart from the direct drive motor that are not used over a window or used for a specific purpose that the user can provide a local risk assessment for will be provided with a TUV certified safety brake,

A Disclaimer for all doors not provided with this brake will be required and will be held on file,

Connection of the inertia brake to the safety circuit or stop circuit of the door in all circumstances is required to protect the motor and drive components of the door and potential serious failure,

3.8 Extra safety Devices

On some doors extra safety devices may be required, for example on a door that has the potential for carrying a person, (ie letterbox or brick bond grill)

These doors would require a top mounted safety device to both sides of the door to stop the door motion in the event of the beam being broken,

The type of device used would be subject to a local site risk assessment for suitability,

Stop switches mounted on the door leaf, in the event of the door being provided with a wicket (or pass door) then use of a low voltage cut out switch is required,

Also to prevent damage to the motor and door use of interlock stop switches would be required on such devices as Ground locks and Guide locks,

4 Emergency manual operation

Due to the varied options of manual operation available reference to the motor/operator manual is always advised,

Basic rules that must always be followed

- Never operate or engage the manual operation when the door is in use or in motion,
- Operation of the manual operation must only be carried out by a trained or competent person who is familiar with the system being used,
- If the manual operation is mounted at high level a full risk assessment must be carried out by competent persons before any attempt to gain access to high level to prevent injury from falling.

5 Automatic closing and use with remote opening devices

All doors that can close without maintained pressure to the controls and that have controls not in clear line of site of the door must incorporate approved safety devices suitable for the site conditions and local risk assessment,

All doors that have the function to be operated remotely via either access control or remote controls must incorporate approved safety devices suitable for the site conditions and local risk assessment,

The use and function including regular testing of these devices must be carried out in accordance with the instructions given in the manual for the specific devices used,
6 Maintenance

For your new door to offer a long life and to remain in a safe and reliable operation it will need regular servicing, maintenance and checks,

6.1 General

If maintenance is not carried out, if it is neglected or done by an unqualified firm, then Paramount 26 can not be held responsible for the consequences of this or any failure resulting from this.

The Paramount 26 door should be inspected by a qualified door installer at least once per year and potentially more often if the environment the door is fitted in is harsh or the door is subject to heavy usage, this should be documented in writing.

6.2 Care

Below are a number of minor maintenance measures that need to be taken.

Galvanized Lath
Laths manufactured from galvanized steel section are designed for external applications and require little or no maintenance under normal operating conditions. Any general build-up of dust or grime should be removed with a damp cloth using a proprietary soap and water mixture.

Plastisol Lath
Laths manufactured from HP 200 Plastisol coated steel sections require little maintenance under normal conditions. Any general build-up of dust or grime should be treated as above.

Guide Channels
The Bottom of the guide channels should be kept clear of debris build up on a daily basis. Build up may cause the door to jam and not close properly. Simple brushing or scraping away of debris will suffice.

Winding Gear, Motor Units & Barrel Assemblies
Winding gear, motor units (electric doors) & barrel assemblies are generally under cover at high level and do not require regular cleaning between planned maintenance visits. However if there is a heavy build-up of dirt then consideration of increasing maintenance visit frequency must be taken.

6.3 Cleaning

Heavy industrial cleaners such as trichloroethylene, paint thinners, formaldehyde petrol, diesel, sodium bicarbonate or “Gunk” should not be used. Nor should sand or shot blasting techniques, no oxidizing agents. White spirit may be used to remove graffiti to the shutter door etc, but should be thoroughly washed and rinsed using a proprietary soap and water mixture afterwards.
7. Service and safety

7.1 Service

It is essential that the door operation remains functioning in accordance with the operating instructions. To ensure this happens a documented maintenance regime shall be established and maintained by the employer in accordance with Regulation 5 of the Workplace (Health, Safety & Welfare) Regulations 1992. Failure to do so may result in prosecution in the event of an accident.

7.2 Service Frequency

Note – Failure to keep the door regularly maintained could invalidate the warranty. The following recommendations are for maintenance and repairs to ensure that the door remains in full working order throughout its service life. To ensure safe and reliable operation regular inspection and maintenance is essential. The frequency is dependent on the use of the door.

<table>
<thead>
<tr>
<th>Door Cycles per Day</th>
<th>Recommended Maintenance Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 15</td>
<td>6 Months</td>
</tr>
<tr>
<td>Up to 30</td>
<td>4 Months</td>
</tr>
<tr>
<td>Up to 45</td>
<td>3 Months</td>
</tr>
<tr>
<td>Over 45</td>
<td>2 Months</td>
</tr>
</tbody>
</table>

Prompt service and repairs will avoid unnecessary stress on components which could lead to premature wear or failure.

Warning – Activities which interfere with any part of the door which is under tension must not be undertaken by untrained personnel. Interference with these components can be dangerous and should only be undertaken by trained personnel as part of regular maintenance.

7.3 Maintenance by the User

On a daily basis the user should ensure that:
There is no damage to any parts of the door
Excessive force is not required to operate the door
Any damage to the door or excessive force needed to operate the door is reported and action taken as necessary to put the door in good working order.
The door operation continues to comply with the safety requirements
Operational checks are carried out to the safety devices to ensure correct function,
7.4  **Maintenance by specialist engineer,**

The service and maintenance in accordance with the recommended service frequency as above, should be carried out by a specialist service engineer,
Checks should be in line with section 6 of this document,

Checks should include but not be limited to
- Drive chain, (clean, inspect and lubricate) if any faults found replace
- Barrel Assembly (Clean, inspect and lubricate end bearings where applicable)
- Guide channels (Clean, inspect and lubricate) any distortion, wear or damage should be corrected
- Motor (Clean and Inspect)
- Manual operation, (engage and test function for ease of use and interlock switch function)
- Safety Devices (clean and test for correct function)
- Fixings (check for condition and corrosion)
- Lath (check for condition of end locks including tightness and any damage)

7.5  **Safety**

The following safety instruction should be adhered to at all times,
Failure to do so may result in an accident or injury
- Keep openings clear at all times,
- Keep area free from debris etc that could fall under the door while in operation

Do not operate a damaged door, or one which is difficult to operate, in the event that the door is found to be damaged or difficult to operate, lock the door, remove the key, leave a warning notice on the door and ensure that the door is inspected by a qualified person,

Do not lean ladders against the door, the guides or the casing
Stand well clear of the opening whilst the door is being operated
Operate the door only by the means provided
Do not remove the casing over the curtain roll and the head gear unless the door is stopped, the chain is secured and locked in position and the power is switched off and tagged at the isolator on power operated doors.

7.6  **Repairs and correct materials**

Any damage to the door should be repaired as soon as possible with materials of the same grade or quality as that supplied with the original door,
Failure to use the same grade materials could lead to invalidation of the warranty; this could also have a detrimental effect on the service life of the door and potentially make the door unsafe,
Use of components on the door that are not as the original design of the door could also lead to noncompliance with the European CE standard,
8 CE Labelling

This Paramount 26 door has been provided with a CE label as required by the relevant standard, (example below) this should be affixed to the door on completion and should not be removed
This standard is a European requirement and supporting documentation is available on request,