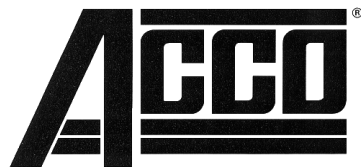


STANDARD PROCEDURE FOR STORAGE OF ACCO
SPEEDWAY & WORK-RATED ELECTRIC WIRE ROPE HOISTS

AS RECOMMENDED BY
ACCO MATERIAL HANDLING SOLUTIONS



Revision: August, 2014

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1.0 SCOPE

This procedure covers the following:

- (a) Storage of Wright Speedway and Work-Rated wire rope hoists in the field, both short term (183 days or less) and long term (anything in excess of 183 days) to a maximum time limit of 1,000 days.
- (b) Extension of warranty after prolonged storage.
- (c) The commissioning procedure at the time the equipment is put into service.

2.0 SHORT TERM STORAGE PROCEDURES

2.1 Indoor storage

When indoor, heated space is available, no special storage procedures are necessary.

2.1.1 If hoist is in a crate and other equipment is to be stacked upon the hoist crate, care and consideration must be exercised so as not to apply so much weight that the crate will be damaged along with its contents.

2.2 Outdoor storage

2.2.1 Storage outdoors is not recommended and will void the product warranty.

3.0 LONG TERM STORAGE PROCEDURES

3.1 Indoor storage

3.1.1 Select a dry site to eliminate the possibility of an accumulation of condensation on any part of the hoist or its packaging.

3.1.2 Thoroughly grease all lubrication points equipped with grease fittings to insure that all bearings are completely filled with grease.

3.1.3 We do not recommend storing any Speedway or Work-Rated hoist for prolonged periods of time with the hoist wire rope wrapped on the rope drum. The wire rope tends to set up in a tight curl.

We suggest that the hoist be shipped in an un-reeved state with the wire rope shipped wrapped upon a spool, or prior to going into

storage the hoist be un-reeved with the wire rope stowed loose in a large coil.

During storage, we suggest the application of a wire rope lubricant at intervals determined by ambient conditions.

3.1.4 Lubricate control enclosure hinges, equalizer sheave pins as well as all other areas which can oxidize with lubricants recommended in the Installation, Operation and Maintenance Manual. Frequency will be determined by ambient conditions.

3.1.5 Protect all exposed, machined, unpainted surfaces with Cosmoline or similar type of protective coating. This procedure should be repeated as often as necessary to prevent oxidation.

3.1.6 Fill hoist gear case to the top with lubricant as recommended in the Installation, Operation and Maintenance Manual. Hoist gear case breather plug should be taped closed for the duration of the storage period.

3.1.7 Store any smaller, loose items such as pendant control stations, etc. together where they can be located when the time comes to put the equipment into service.

3.2 Outdoor storage

3.2.1 Storage outdoors is not recommended and will void the product warranty.

4.0 EXTENSION OF WARRANTY AFTER LONG TERM STORAGE

4.1 Recertification after long term storage

Equipment that has been in storage for more than 183 days will have to be recertified by personnel designated by Acco Material Handling Solutions, before the extension of the warranty commences.

4.2 On-site factory inspection

At the request of the dealer or user, Acco Material Handling Solutions will recommend a factory authorized Field Service Rep. to inspect the equipment. Should any disassembly of the equipment be required during the inspection, the dealer or user of the equipment will provide (at his expense) labor as required. (Expenses paid by dealer or user.)

4.3 Access to equipment for on-site inspection

It shall be the responsibility of the dealer or user to provide easy access to the equipment during the inspection. In extreme cases, this may require removing the equipment from its permanent mountings. Expense of removal and reinstallation of the equipment will be borne by the dealer or user.

4.4 Rework required for recertification

Any rework of the equipment is the responsibility of the dealer or user. Acco Material Handling Solutions can recommend local qualified service organizations or, if so desired, will perform whatever rework is required at our manufacturing facility in York, PA. Equipment will be shipped to the point of rework, freight prepaid and returned to the dealer or user, freight collect or prepaid and charge.

4.5 Purchase order and billing information regarding on-site inspection

Before a Service Rep. will be dispatched, it will be necessary to have a valid purchase order to cover the inspection. Charges will include labor at the rate in effect at the time of inspection, plus all expenses (room and board, air fare, auto rental fee, telephone, etc.) associated with the inspection.

4.6 Lead time requirement for on-site inspection

Acco Material Handling Solutions requires a minimum of two (2) weeks notice to arrange for factory representation on the job site to perform an inspection.

5.0 COMMISSIONING AFTER SHORT TERM STORAGE

5.1 Examination of equipment after short term storage

Following short term storage the hoist should be visually examined for signs of oxidation or other damage. If no discrepancies are noted, installation may proceed in accordance with procedures outlined in the Installation, Operation and Maintenance manual that accompanies the hoist.

5.1.1 If any discrepancies are found, we suggest you contact the Acco Material Handling Solutions Customer Service Department for information on how to proceed.

6.0 COMMISSIONING AFTER LONG TERM STORAGE

6.1 Revalidation of warranty after long term storage

Refer to paragraph 4.0 through 4.6 for information regarding on-site inspection of the equipment to revalidate the warranty.

6.2 Preliminary inspection check list

It is suggested the dealer or user perform the following checks before calling for on-site inspection.

- 6.2.1 Visually inspect the equipment for signs of damage or oxidation. If none is noted, proceed to 6.2.2. If discrepancies are found, contact the Acco Material Handling Solutions Customer Service Department for information on how to proceed.
- 6.2.2 Drain gear case completely and refill with fresh oil as recommended in the Installation, Operation and Maintenance manual and remove tape from hoist gear case breather plug. Lubricate all grease fittings and any other lube points on the hoist.
- 6.2.3 Inspect all motors for signs of moisture or moisture damage. If moisture is present, motor must be dried out before power is applied. If signs of moisture damage are present, remove the motor, disassemble, clean and repaint as necessary. If motor is equipped with regreasable bearings, they should be lubricated at this time.
- 6.2.4 Inspect all electrical enclosures for signs of moisture or moisture damage. If moisture is present, enclosure must be dried out before power is applied. If moisture damage is found, disassemble, clean and repaint as necessary.
All contactors and relay tips, both moving and stationary, should be inspected at this time. If signs of oxidation are present, ordinary pencil eraser is all that is required to remove the oxidation. Relay or contactor moveable tip carrier should also be inspected for freedom of motion.
- 6.2.5 Inspect electrical cords for signs of damage or deterioration. If either of these is noted, replace as necessary. If hoist is equipped with current collectors, inspect collector pickup brushes for signs of dirt or oil film. If either is present, clean before hoist is installed.
- 6.2.6 Elevate hoist and apply temporary power. Load hoist wire rope onto rope drum and complete reeving of hoist. Consult Installation, Operation and Maintenance manual for reeving diagram and instructions.

This step may be deferred until after the hoist has been installed on its permanent place, but should be accomplished beforehand to simplify the procedure.

7.0 INSTALLATION OF HOIST

7.1 Installation after preliminary inspection

After completing the preliminary inspection as outlined in paragraph 6.2.1 through 6.2.5, the equipment is ready for installation in accordance with the procedures in the Installation, Operation and Maintenance manual that accompanies the hoist.

7.2 Testing after installation

After completion of installation and wiring, hoist shall be tested. Both Operational Test and Load Test shall be performed as instructed in the Installation, Operation and Maintenance manual that accompanies the hoist. After testing has been completed satisfactorily, hoist will be considered installed and warranty will commence on that date.