



 **Alu-tec**  
Windows & Doors

## OPERATIONS & MAINTENANCE GUIDE

Guide to the operator, care and maintenance of aluminium Bi-fold doors

# MAINTENANCE

## GENERAL MAINTENANCE

The door surfaces and inner chambers should be cleaned using warm, soapy water or a mild, diluted detergent. The surfaces should be cleaned using a soft cloth, sponge or a soft natural bristle brush. All areas to be thoroughly rinsed and dried after cleaning.

## POLYESTER POWDER COATING

Polyester powder coat paint is an organic finish that requires regular cleaning and maintenance to ensure it keeps its decorative and protective qualities. The frequency of cleaning depends on such factors as:

- The building's surrounding environment (for example, marine alkaline, acid, industrial etc)
- The varying levels of atmospheric pollution
- The prevailing wind direction
- Exposure to airborne debris such as sand or salt, which may cause erosive wear.

Cleaning frequency also depends on the desired standard of appearance and also the need to remove deposits, which could cause damage after prolonged contact with the finish.

In an industrial environment, the normal interval between cleaning should not be more than every three months. Where there is a high degree of industrial pollution or a hazardous atmosphere, the periods between cleaning should be reduced. If the atmosphere is non-hazardous (for example in rural or normal urban locations), the period between cleaning can be extended to a maximum of 18 months (or more frequently if heavy soiling occurs). Where a site is subjected to any unusual environment factors, or is close to salt water, your installer should be consulted for specialist advice.

## LOCKS & HARDWARE

All locking mechanisms should be kept free of dirt and grime and lubricated with light machine oil such as 3-in-One or WD40.

Locking parts exposed when the door is open including strike/face plates, locking cams and hook bolts should be wiped clean of residue lubricant and grime. These mechanisms should then be lubricated using a light machine oil. Locking keys should be lubricated with petroleum jelly from time to time. Always ensure excess oil is wiped away.

One year after installation and thereafter annually, the moving parts of locking mechanisms should be lubricated with light machine oil such as 3-in-One or WD40.

Handles may be cleaned with warm, soapy water or a mild, diluted detergent using a soft cloth or sponge. It is important to thoroughly rinse and dry the hardware after cleaning.

Pivot points of handles should be lubricated periodically with light machine oil such as 3-in-One or WD40.

The tightness of all fixing screws or rivets should be checked periodically. One year after installation and thereafter annually.

Over tightening of handle fixing screws can put too much strain on the locking mechanism's gearbox and impair the function of the lock. Windows and doors which are not in frequent use should be opened and maintained.

# CONDENSATION


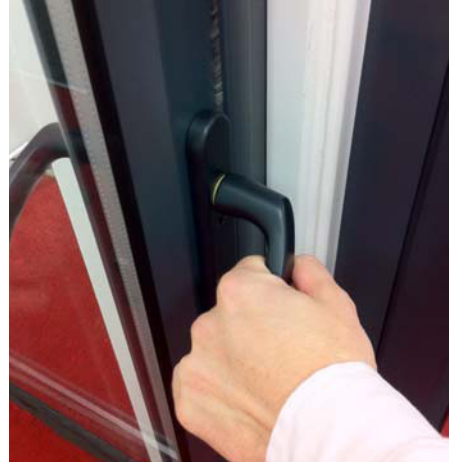




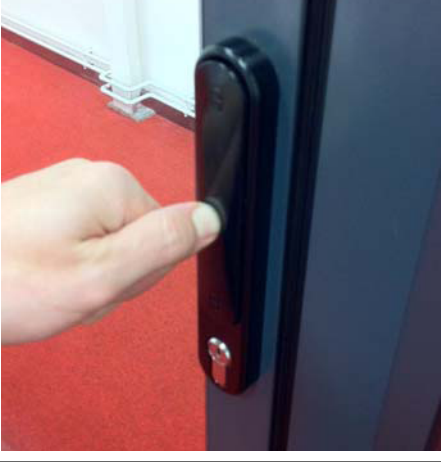


Water vapour is continually present in the atmosphere and in the home. This natural water content is increased by day-to-day activities which create steam such as cooking, bathing, washing, boiling water etc.



This water vapour is undetectable when carried in warm air, but it condenses into water droplets when it comes into contact with cold surfaces such as glass. Normally water vapour is controlled through natural ventilation via airbricks and chimneys etc but conservation measures have led to more efficient sealing of buildings.

This may result in trapped water vapour and increasing problems with condensation. Condensation is best controlled by ventilation and this is achieved by opening windows, fitting extraction units or by fitting wall vents to provide airflow. Some heat should always be maintained in the building during cold weather.

The temperature may be increased in areas where condensation is a particular problem. If possible, internal doors to kitchens and bathrooms should be kept closed and sealed against draughts to prevent excessively moist air being transferred to other areas. Bedroom windows should have night ventilation facilities to provide air circulation. Curtains should be maximum of 150mm away from the door to ensure airflow, with suitable gaps.

# OPERATION

<p><b>TRAFFIC DOOR OPERATION</b></p>	<p><b>TRAFFIC HANDLE OPERATION</b></p>	<p><b>TRAFFIC DOOR OPENING</b></p>
		
<p>Turn key clockwise to unlock</p>	<p>Grip handle and push down to operate high traffic door handle</p>	<p>Open panel fully to allow the magnets to fix to the adjacent panel</p>
<p><b>HOLDING TRAFFIC DOOR OPEN</b></p>	<p><b>UNLOCKING T HANDLE</b></p>	<p><b>DISENGAGE SHOOTBOLTS</b></p>
		
<p>Magnets protect and fix traffic door panels to adjacent panels</p>	<p>Push T Handle to release</p>	<p>Rotate handle clockwise 180° to disengage shootbolts fully</p>
<p><b>T HANDLE OPERATION</b></p>	<p><b>UNLOCKING T HANDLE</b></p>	<p><b>OPENING FOLDING PANELS</b></p>
		
<p>Push the T Handle back into the frame before operating doors</p>	<p>Ensure the 'unlocked' symbol is at the top before opening doors</p>	<p>Slide panels together</p>

<p><b>OPEN POSITION</b></p>	<p><b>CLOSING DOOR</b></p>	<p><b>LOCKING T HANDLE</b></p>
		
<p>Stack the panels together for max clear opening</p>	<p>Reverse previous steps to close door</p>	<p>Lock each T Handle before proceeding</p>
<p><b>HIGH TRAFFIC HANDLE</b></p>	<p><b>LATCH ENGAGEMENT</b></p>	<p><b>HOOK ENGAGEMENT</b></p>
		
<p>Lift the high traffic handle when the door is closed to engage locks</p>	<p>Lifting the handle operates the latch</p>	<p>To lock, level lever handle and turn key</p>

**Failure to correctly operate the folding sliding door system can cause damage to the operating mechanism and hardware. This can cause the door to fail.**



**For further assistance, call 01702 899440**

**[www.alu-tec.co.uk](http://www.alu-tec.co.uk)**

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