

aspex

Operational & Maintenance
Manual

Architectural Ironmongery

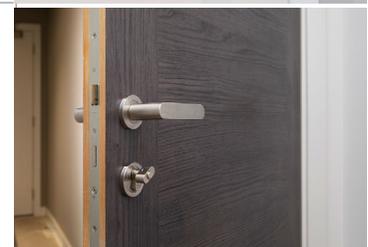
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Our Solution	Monthly	Annually
ALL IRONMONGERY	<ul style="list-style-type: none"> ✓ Wipe clean all external and exposed surfaces of architectural ironmongery with a soft cloth regularly 	<ul style="list-style-type: none"> ✓ Repeat monthly maintenance
DOOR CLOSERS	<ul style="list-style-type: none"> ✓ Wipe clean all external and exposed surfaces with a soft cloth 	<ul style="list-style-type: none"> ✓ Maintenance must be performed by specialist ensuring maintenance and servicing are in align with regulations. Check that the arm connecting to the body of the closer is tight and not loose. <p>Check the door operation by releasing the door from fully open position, ensure it closes fully into the frame and that the latch, if fitted, slides fully into the strike plate.</p> <p>Repeat check, by releasing door from different opening angles. If door closure speed needs adjusting, specialist can adjust speed valve, power controls etc.</p>
CYLINDERS	<ul style="list-style-type: none"> ✓ Wipe clean all external and exposed surfaces with a soft cloth 	<ul style="list-style-type: none"> ✓ Wipe clean with a soft cloth. Do not use oil for cleaning as this attracts dirt and dust. If report of the cylinder being jammed or tight, check the locks deadbolt is engaging correctly within the strike plate. If cylinders need to be lubricated, use a proprietary graphite spray.
ELECTRONIC HOLD OPEN DEVICES	<ul style="list-style-type: none"> ✓ Maintenance must be performed by specialist ensuring maintenance and servicing are in align with regulations. Open door and stimulate the fire alarm activation by pressing the switch button. <p>Check door releases and immediately closes into the frame, fully engaging the latch if needed. Open door fully and check the door can be pulled manually off the hold open unit.</p>	<ul style="list-style-type: none"> ✓ Repeat monthly maintenance. Check that the arm connecting to the body of the closer is tight and not loose.
FLUSH BOLT	<ul style="list-style-type: none"> ✓ Wipe clean all external and exposed surfaces with a soft cloth 	<ul style="list-style-type: none"> ✓ Check operation of the flushbolt is smooth. <p>If needed, apply recommended lubricant to the base of operating lever. If this fixture does not rectify the problem, remove the flushbolt and re-mortice to clear the full depth of the bolt. Check the bolt slides into the full depth in the socket.</p>



Our Solution	Monthly	Annually
HINGES	<ul style="list-style-type: none"> ✓ Wipe clean all external and exposed surfaces with a soft cloth 	<ul style="list-style-type: none"> ✓ Maintenance checks should include suitable functional tests inclusive of all fitted accessories and suitable visual inspection. If any fixings are loose, re-tighten as needed.
LEVER HANDLES	<ul style="list-style-type: none"> ✓ Wipe clean all external and exposed surfaces with a soft cloth 	<ul style="list-style-type: none"> ✓ Check all fixings are tight and the levers are properly aligned on each side of the door. Check levers are firmly seated against the door. Check operation of the lever handle ensuring they operate smoothly and return to the horizontal position.
LOCKS & LATCHES	<ul style="list-style-type: none"> ✓ Wipe clean all external and exposed surfaces with a soft cloth 	<ul style="list-style-type: none"> ✓ Check all fixings are full tightened. Check latchbolt is fully drawn in the resting position. If not, rectify by increasing the lockcase so that lockcase is not as tight. <p>Check latchbolt/deadbolt locate fully into their strike plates. If not, check the door has not dropped by tightening hinge fixings and adjust strike plate position accordingly.</p>
PANIC HARDWARE	<ul style="list-style-type: none"> ✓ Wipe clean all external and exposed surfaces with a soft cloth 	<ul style="list-style-type: none"> ✓ Check the operation of hardware when the door is open, and repeat checks with the door closed. <p>Check strikers are free from obstruction and latches are fully extended when in closed position. Check tightness of all fixing screws and replace covers.</p>
PULL HANDLES	<ul style="list-style-type: none"> ✓ Wipe clean all external and exposed surfaces with a soft cloth 	<ul style="list-style-type: none"> ✓ Check furniture is in good condition and fixings are tight. If loose, tight bolts as required.
TURNS & RELEASES	<ul style="list-style-type: none"> ✓ Wipe clean all external and exposed surfaces with a soft cloth 	<ul style="list-style-type: none"> ✓ Check the operation of hardware works correctly when the door is closed, and repeat checks with the door open to visibly see operation in play.



USEFUL RESOURCES

architectural ironmongery

OPERATIONAL & MAINTENANCE MANUAL

Finish

Care advice

SATIN STAINLESS STEEL

Wipe clean with a medium strength detergent or white spirit using a soft cloth or sponge. Rinse and dry with a dry soft cloth. In the event of dirt having accumulated through neglect, application of aerosol lubricant prior to standard cleaning is recommended. A harsh brush should never be used.

POLISHED STAINLESS STEEL

Wipe clean with a medium strength detergent or white spirit using a soft cloth or sponge. Rinse and dry with a dry soft cloth. In the event of dirt having accumulated through neglect, application of aerosol lubricant prior to standard cleaning is recommended. A harsh brush should never be used.

PVD COATED

Wipe clean with a solution of washing-up liquid using a soft cloth or sponge. Rinse and dry with a dry soft cloth. Do not use solvent based or abrasive cleaning materials.

BRONZE

To protect the bronze items and to maintain a sheen, a regular application of an approved brass polish is required.



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