

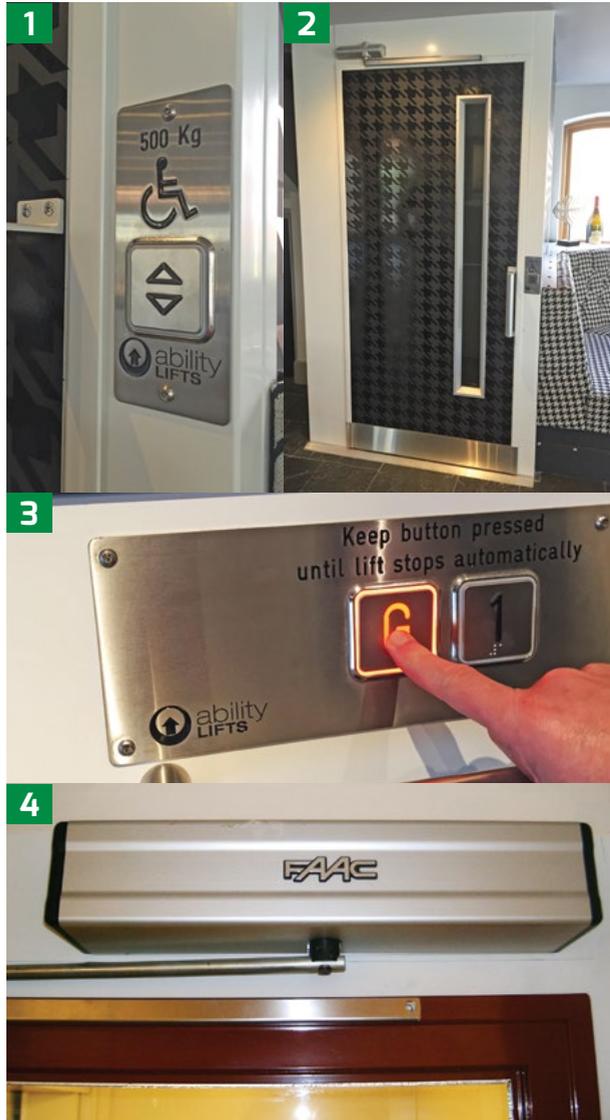
Optimum 100 USER GUIDE



How to use your Optimum 100 platform lift

Normal Use

- Call the lift by means of the push button located at each landing entrance. (Press the button once or insert and turn the key if key locking is installed). See **photo 1**.
- When the lift arrives at floor and stops, pull the landing door open by using the handle provided. See **photo 2**. NB if the lift is fitted with power doors, they will open automatically.
- Enter the lift, and allow the landing door to close automatically behind you.
- Once the door is fully closed select the floor you wish to travel to and press the button. Constant pressure is required on the platform buttons. See **photo 3**.
- As the lift approaches floor it will slow to a crawl speed.



- Keep the pressure on the button until the lift stops automatically.
- A voice will announce the floor you have arrived at and a visual display will indicate the floor you have arrived at.
- Once the lift has stopped, push the landing door open and leave the lift. NB If the lift is fitted with power doors, they will open automatically. See **photo 4**.
- The landing door will close automatically behind you.

In the event of power failure

- If the lift stops during travel press and hold the Ground floor button from the platform. See **photo 5**.
- The lift will travel in slow speed to the bottom floor and stop automatically.
- Push the landing door open and you will then be able to exit the lift.



In case of total platform failure

- The lift will always be fitted with a standard yellow alarm button. Press and hold the yellow alarm button. This will activate a sounder on the top floor. See **photo 6**.
- Some lifts are fitted with an autodialler which will automatically telephone for help once the yellow alarm button is pressed and held for 10 seconds.
- If the lift is fitted with a standard telephone, lift the receiver and call the number provided.



To release a trapped passenger from the landing

- Establish communication with the person/s on the platform, advising them to stand clear of the shaft walls as you are about to hand lower them to the nearest floor.
- Ask user if the red stop button has been pressed, if so;
- To reset the lift, twist the red stop button clockwise, it will pop out. See **photo 7**.
- Locate the mains isolator to the lift (normally yellow with a red twist switch) Lock and tag out the lift in the OFF position. See **photo 8**.
- Open the main controller door by means of the 2 key locks and turn off main switch marked 220. See **photo 9**.
- Obtain the lowering ratchet tool normally situated in the bottom of the controller on the top floor. See **photo 10**.
- Determine the closest floor to where the lift can be hand lowered.
- Fit the lowering ratchet tool to the bottom of the motor. See **photo 11**.



- Manually release the lift brake with the lever provided and hold the brake in the off position whilst using the ratchet to lower the lift. See **photo 12**.



- Alter the slide switch on the ratchet tool to select the direction you wish to move the platform. See **photos 13 and 14**. There is an arrow marked on the motor, which shows the direction for DOWN.
- N/B There will be some resistance from the lift brake, whilst lowering the platform.
- Hand lower/raise the lift to the closest floor until it is safe to remove the passenger/s.
- Remove the ratchet tool from the motor and replace in the bottom of the controller.
- Obtain the triangular shaped lock release key, normally situated in the bottom of the control panel or in a safe place identified by the building manager. See **photo 15**.
- Return to the floor where the passenger/s are to be released.
- Insert the triangular shaped lock release key, into the round hole adjacent to the door handle and below the push button. Ensure it locates into the male section situated inside the round hole. See **photo 16**.
- Twist the triangular key and at the same time pull the landing door open. There will be some resistance whilst twisting the key.
- Release the passenger/s.
- Close the landing door. Lock the controller door.
- Return the lock release tool and keys to their holding area.



Electrically lowering the lift

- Establish communication with the person/s on the platform, advising them to stand clear of the shaft walls as you are about to hand lower them to the nearest floor.
- DO NOT turn off the mains power.
- Open the main controller door by means of the 2 key locks.
- DO NOT TURN OFF the main switch marked 220.
- Locate yellow button 27. See **photo 17**.
- Push and hold the yellow button 27.
- At the same time, press and hold the UP or DOWN arrow, located on the processor. See **photo 18**.
- NB Processor is located directly above button 27.
- Whilst pressing both buttons, the lift will travel in slow speed in the direction chosen. In the event of a power failure, only the down direction will work
- The lift will stop automatically at any terminal floor.
- To stop the lift at a middle floor, you will need to release the buttons to stop the lift.



Information needed when reporting a breakdown

- The callers name and number will be required to record service system.
- Each lift has a “C” number written on a label attached to the control panel on the top floor door frame. This number is required. See **photo 19**.
- If there is a service contract with Invalifts, the “M” (Maintenance contract number) is required.
- The lift is fitted with a fault logger which indicates the fault. This is identified by how many times the landing push button indicator flashes. Count the number of times it flashes and advise your service provider.
- The position of the lift in the shaft is important and needs to be advised.
- The mains power should always be left switched on. This can be determined by down lighters on the platform lift.
- The site address and access details will be required by the engineer.
- A site telephone contact number will be required.
- A site contact name will be required.
- The direction the lift was travelling when it broke down.
- Any unusual sounds from the lift prior to the breakdown.



Lift fails to start check the following

- Ensure the red stop button is not pressed in
- If it is, twist it clockwise and it should pop out
- Check around the peripheral edge of the platform and make sure there is no obstruction in the safety edge
- Remove any obstruction and drive the lift down
- Check to make sure all the lift doors are closed correctly



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