Installation Instructions and Maintenance Manual for:

* FLAT GLASS SLIDING Rooflight / Access Unit

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SLIDING ROOFLIGHT OVERVIEW

Duplus sliding rooflights are glazed with either two panes of 4mm toughened glass or two panes of 6mm toughened glass, subject to the specific rooflight design. 28mm double glazed units incorporating the latest Low E coating, warm edge spacer bar and argon filled cavity achieving a centre pane U-value of 1.1 W/m²K.

Our rooflights are suitable (as defined in BS5516-2:2004) up to a maximum height of 13 metres above floor level.

For further clarification on any technical issues, please do not hesitate to contact Duplus.

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1.0 Product Inspection

1.1 Upon receipt of your product firstly carry out an inspection of the packaging, if there are any signs of impact damage this should be reported to Duplus Architectural Systems (DAS) with suitable photographs within 24hrs of delivery. If no damage is found carefully remove the packaging, including the perimeter snap in cover clips (which must be retained) and fully inspect the product, again reporting any damage within 24hrs of delivery.

1.2 Do not use a knife when removing packaging; this may result in damage to the product.

1.3 Do not remove the wooden support feet until you have the rooflight next to the rooflight opening.

1.4 Do not attempt to carry the rooflight with the perimeter snap in cover clips in place.

2.0 Standard Installation Hardware

2.1 Plastic Horse Shoe packers in varying thicknesses, 5mm, 3mm, 2mm & 1mm

2.2 50mm long stainless wood screws.

3.0 Kerb Suitability Check

3.1 A full inspection of the kerb should be undertaken before the installation begins. Please ensure there is sufficient unobstructed space around the immediate area, ensure all necessary safety systems are in place to enable safe working at height procedures. The kerbs should be surveyed to ensure dimensional accuracy. Please see accompanying drawings for details.

3.2 In the interests of safety and to avoid serious injury the rooflight must be installed so that the direction of the slide is 90 degrees to the sloping direction. See below diagram.

Please Note:

3.3 Water ponding is more likely to occur where our product has been fitted to a shallow sloping kerb or where the builders curb has no fall or slope. However, it is not a sign of any failure within our product. Water will pond where there is an insufficient fall to make it drain away naturally. Easy clean coatings can improve the situation as they tend to smooth out any surface imperfections of the glass.

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3.4 Our sliding rooflights are designed to be installed at a maximum 5 degree fall.

Important note.

3.5 Kerb must be fully weather tight before installation, external finishes should lap up and on to the top of the kerb before seating the SB Skylight in position. The top of the kerb should be flat with no pronounced level changes particularly at the corners.

3.6 To ensure water does not pond on the SB Skylight it is vital the kerb is built in accordance with the parameters set on drawings attached. Please note the kerb should always be formed as a flat annulus at the same pitch as the SB skylight.

4.0 Installation & Operation

Dry Run.

4.1 A dry run of the following installation guide is recommended to ensure the SB skylight fits on the kerb as expected and is in accordance with the tolerances specified on drawings attached.

4.2 Ensure all packaging is removed from the skylight including removing the wooden feet from the product and perimeter snap in cover clips. Lower the unit onto the kerb taking care to position it centrally, the vertical fixing leg should overhang the kerb by approximately 22mm from outside of kerb to outside of SB skylight - see drawings attached.

4.3 If you are satisfied the kerb is as expected and the correct tolerances are achieved you can prepare the kerb for the installation.

Rooflight Installation.

4.4 As before lower the unit on to the kerb taking care to position it centrally. Note: LIFT do not slide the rooflight as this may dislodge the foam tape and lead to future weathering issues. The vertical fixing leg should overhang the kerb by approximately 22mm from outside of kerb to outside of SB skylight - see drawings attached.

4.5 Now the unit is positioned correctly, fix the unit to the kerb using the supplied wood screws through the pre drilled holes, ensuring a suitable amount of supplied horseshoe packers are placed between the kerb and the aluminium skylight to avoid deformation of the aluminium profile when tightening.

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Important Note

4.6 If security screws are used, please be aware the security screw cannot be removed, so ensure you have followed the above step carefully before fixing the product to the kerb.

4.7 Now the unit is secured to the kerb the perimeter aluminium snap in cover clips which conceal the fixings can be applied, ensure the clip is positioned so that the mitre on the end lines through with the mitre on the frame of the unit. The top section should be engaged first then rotated down and clipped in place, a rubber mallet and clean timber cushioning block may be used to ensure sufficient engagement and care should be taken to avoid distortion of the clip.

Rooflight Operation

Note: The rooflight will be supplied with the motor engaged. In the event of power failure or motor failure please follow these steps to convert to MANUAL operation:

4.8(a) Items Required (Fig.1); Screwdriver and 4mm allen key (not supplied by Duplus). Items A,B,C & D supplied by Duplus.

4.8(b) Remove white plastic bungs (C) & (D). (Fig.2)

4.8(c) At this point to avoid serious injury, if the rooflight is in the open position, the opening part of the rooflight MUST be supported and held so that it cannot close.

4.8(d) Remove locking screw (A) using 4mm allen key. (Fig.3)

4.8(e) Insert key (B) and half turn clockwise to disengage the motor. (Fig.4)

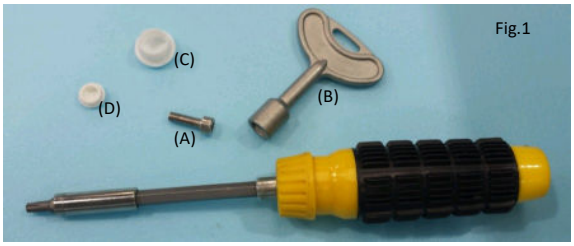
4.8(f) When the motor is disengaged the unit converts to manual control. The opening section of the rooflight can now slide shut by hand. PLEASE NOTE: Beware of potential fingertrap when pulling closed with the leading edge of the opening section of the rooflight.

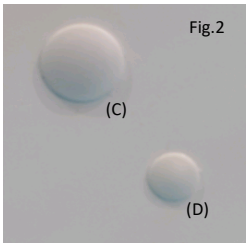
4.8(g) To convert the rooflight to ELECTRIC operation please follow these steps:

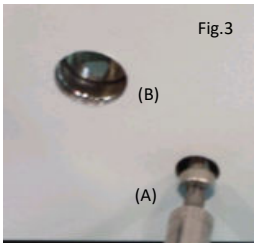
4.8(h) Insert key (B) and half turn anti-clockwise to engage the motor. (Fig.4) **IMPORTANT NOTE, if when turning the key (B) you experience resistance and have difficulty re-engaging the motor, a slight rocking motion may be required of the opening section of the rooflight to help re-engage the motor with the rack. This is normal and not a fault with the product.**

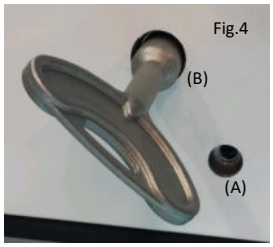
4.8(i) Insert locking screw (A) and tighten using 4mm allen key. (Fig.3)
IMPORTANT: DO NOT power motor without securing locking screw (A). Please ensure locking screw is fully engaged and tightly fitted as this secures the motor in place and prevents damage to the unit.

4.8(j) Refit white plastic bungs (C) & (D). (Fig.2)









Note: Screwdriver & 4mm allen key not supplied by Duplus

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5.0 Standard Glass Specification

Standard glass double glazed unit description (subject to rooflight design)

Outer Pane	4mm toughened
Cavity	20mm argon with warm edge spacer
Inner Pane	4mm low E coated Toughened
Light transmission	80%
Solar Gain	0.63
Centre Pane U-value	1.1Wm²K
Weight	20Kg/m²

Outer Pane	6mm toughened
Cavity	16mm argon with warm edge spacer
Inner Pane	6mm low E coated Toughened
Light transmission	78%
Solar Gain	0.61
Centre Pane U-value	1.1Wm²K
Weight	30Kg/m²

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6.0 Glass Breakage

6.1 Glass breakages are not covered under warranty. Should you experience a glass break please contact Duplus Architectural Systems Head office to order a replacement rooflight.

7.0 General Cleaning & Maintenance

7.1 The appearance, durability and performance of Duplus products, regardless of the material from which they are made, are always dependent on regular cleaning and maintenance. Cleaning therefore contributes considerably to the effective life of the system. All Duplus products should be cleaned regularly and at time intervals depending upon the accumulation of dirt. We should expect a minimum regime of 6 monthly clean and maintenance checks.

7.2 Those engaged on maintenance or cleaning work should use suitable equipment (see BS8213). Experienced operatives should be employed particularly in respect to rooflight/high level cleaning.

7.3 Note under no circumstance should you attempt to walk on or load Duplus rooflight products regardless of their fragility status.

7.4 The cleaning process is generally uncomplicated, consisting of washing down with warm water and mild detergent. Abrasive, caustic and chemical treatments are unnecessary, and may actually cause damage to the exposed surfaces of our products. A soft cloth or brush may be used to remove persistent contamination. However, care should be taken to avoid rubbing dirt into the system components. In the case of paint or bitumen splashes, white spirit applied with a soft cloth may be used with care, we would recommend a small area is tested first but do not allow white spirit to run onto unaffected areas. A final rinse with clean water will complete the process.

7.5 The product should be checked for movement on the kerb, if movement is found remove fixing snap in cover clip and check tightness of screws.

Important Note:

7.6 An annual review of perimeter silicone should be made to confirm that the perimeter seal between the glass and frame is intact. If the seal is not intact i.e., if this seal has been removed or degraded, the area should be cleaned and dried and re-sealed with Dow Corning 791 silicone sealant at the earliest opportunity. If water sits against the edge of a double glazed unit because the outer seal is no longer intact, Duplus will accept no responsibility of the glass unit breakdown as a result. Please be aware, although rare, it has been known for birds to peck away at silicone.

7.7 An annual review of the glass should be made and in the very rare event there appears to be any signs of glass movement, please contact Duplus at the earliest opportunity.

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8.0 Electrical Components

8.1 All electrical components supplied with the rooflight will be guaranteed for a period of 12 months from date of delivery.

8.2 All our sliding / access units are supplied with a touch sensitive switch as standard (or rocker switch with control panel option)

8.3 Our sliding rooflights are designed for two distinct applications and this must be confirmed prior to ordering. Please see below:

- Purely as a rooflight. Our sliding rooflight is great for providing large areas of natural daylight and ventilation. Creating a stunning Wow factor for your property

OR

- Where permanent access is required to the roof, for example a staircase leading to the sliding access unit. Our sliding access units will create a large opening which enables an individual to gain external access to an adjacent flat roof

Sliding Rooflight Optional Extras:

Rain Sensor, Temperature Sensor, Remote Control Operation

All of the above options will require a separate control panel. Supplied by Duplus at an additional cost.

Sliding Access Unit Optional Extra

Safety Sensor for internal detection only. This option will require a separate control panel. Supplied by Duplus at an additional cost.

Note, this access unit is NOT intended for use as a dedicated emergency exit.

The control switch should always be installed within line of sight of the rooflight itself.

Any person using the switch to close the sliding access unit, must satisfy themselves and ensure that during the closing cycle of the sliding access unit, that no person or belongings are within the operational area of the sliding access unit. The closing switch should NEVER be engaged if there is a risk of collision with a person or object.

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9.0 Emergency Contact Information

Office Hours

Monday – Thursday:	8am – 12.45pm	1.30pm – 5pm
Friday:	8.30am – 1pm	

Telephone

0116 2610710

Fax

0116 2610539

Email

sales@duplus.co.uk

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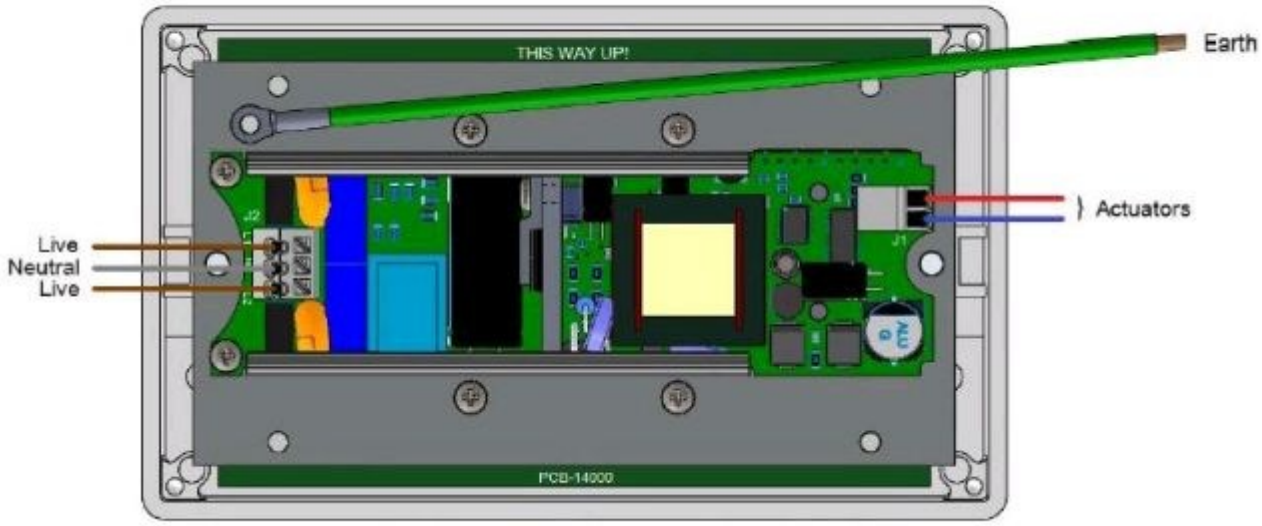
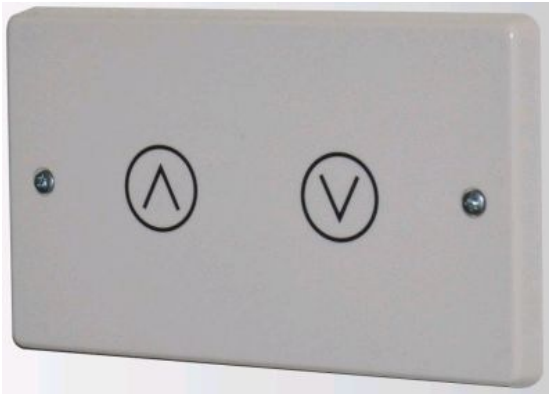
10.0 Wiring Diagram For Switch / Actuator

Typical Connection Details:





VOLTAGE (all +/-6%)	230V ac / 50/60Hz (+/- 10%)
POWER CONSUMPTION	Max 350mA
FUSES	1AT
VOLTAGE OUTPUT	24V +/-10%
OUTPUT CURRENT	Max. 3A
START UP TIME	1 min on/ 4 min off
INGRESS PROTECTION	IP50 din 40050
HOUSING	plastic, white for surface mounting
DIMENSIONS	approx. 146 x 86 x 40mm (w x h x d)
AMBIENT TEMPERATURE	0-40°C
CONNECTING TERMINAL	230V max. 1.5mm²
	24V max. 1.5mm²
USAGE	NATURAL

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