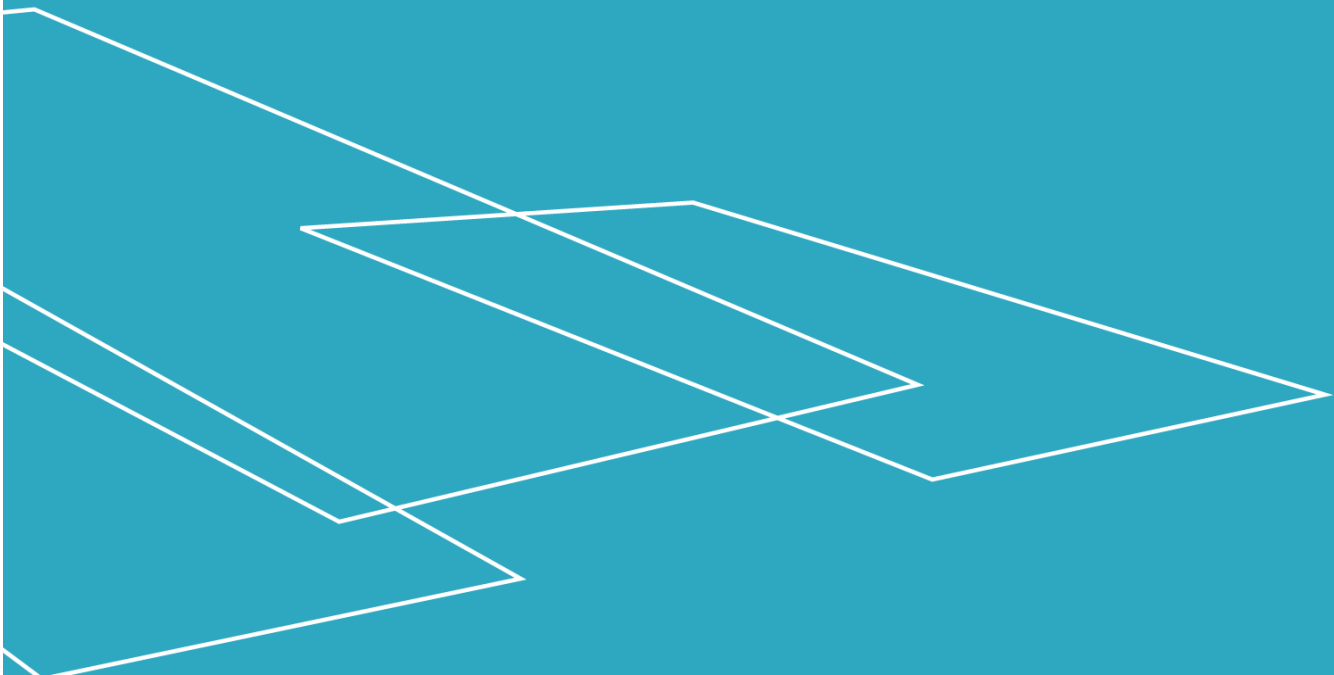


User Manual FlexStep

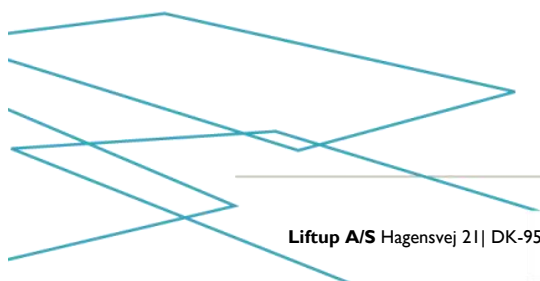
USER MANUAL – FLEXSTEP – UK VERSION 2.4





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I. Foreword

Congratulations on buying your new lifting platform.

Make sure that you read through this manual before using the lifting platform.

Setup and installation **MUST** be performed by a service engineer trained by Liftup, in order to ensure correct assembly. Improper installation may pose unintended hazards or risks.

The FlexStep lifting platform elegantly combines normal stairs and a wheelchair lift, offering wheelchair users and those with impaired mobility easy and stylish access between two levels.

The platform is simple to operate using operating panels mounted on the wall or via an elegant remote control.



2. EU declaration of conformity

EC declaration of conformity

Directive 2006/42/CE

Manufacturer: Liftup A/S
Address: Hagensvej 21, DK-9530 Støvring
Telephone: +45 9686 3020

Hereby declares that:

Equipment: **FlexStep**
 Combined staircase and lifting platform

Year: 2006


Is in compliance with the provisions of the EC Directive on machinery according to directive 2006/42/CE

At the assessment the following has been used:

ISO 9386- 1: 2000 Power operated lifting platforms.

Is in compliance with the EMC Directive 2004/108/EC of 15. December 2004 concerning the approximation of the laws of the Member States on electromagnetic compatibility.

Director	Flemming Eriksen
_____	_____
Title	Name
Liftup A/S, Hagensvej 21, DK-9530 Støvring	

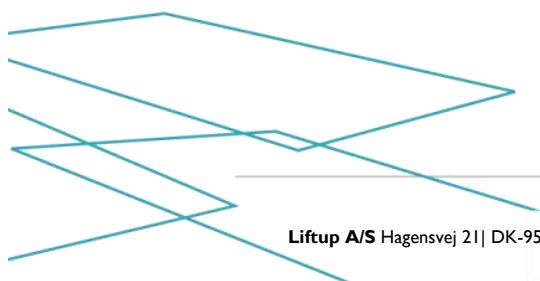
Company	
01-12-2009	
_____	_____
Date	Signature





3. Type certificate

COPY OF THE CE-MARK
WILL BE MOUNTED HERE





4. Conditions of use

The platform is exclusively for the use of wheelchair users and persons with impaired mobility.

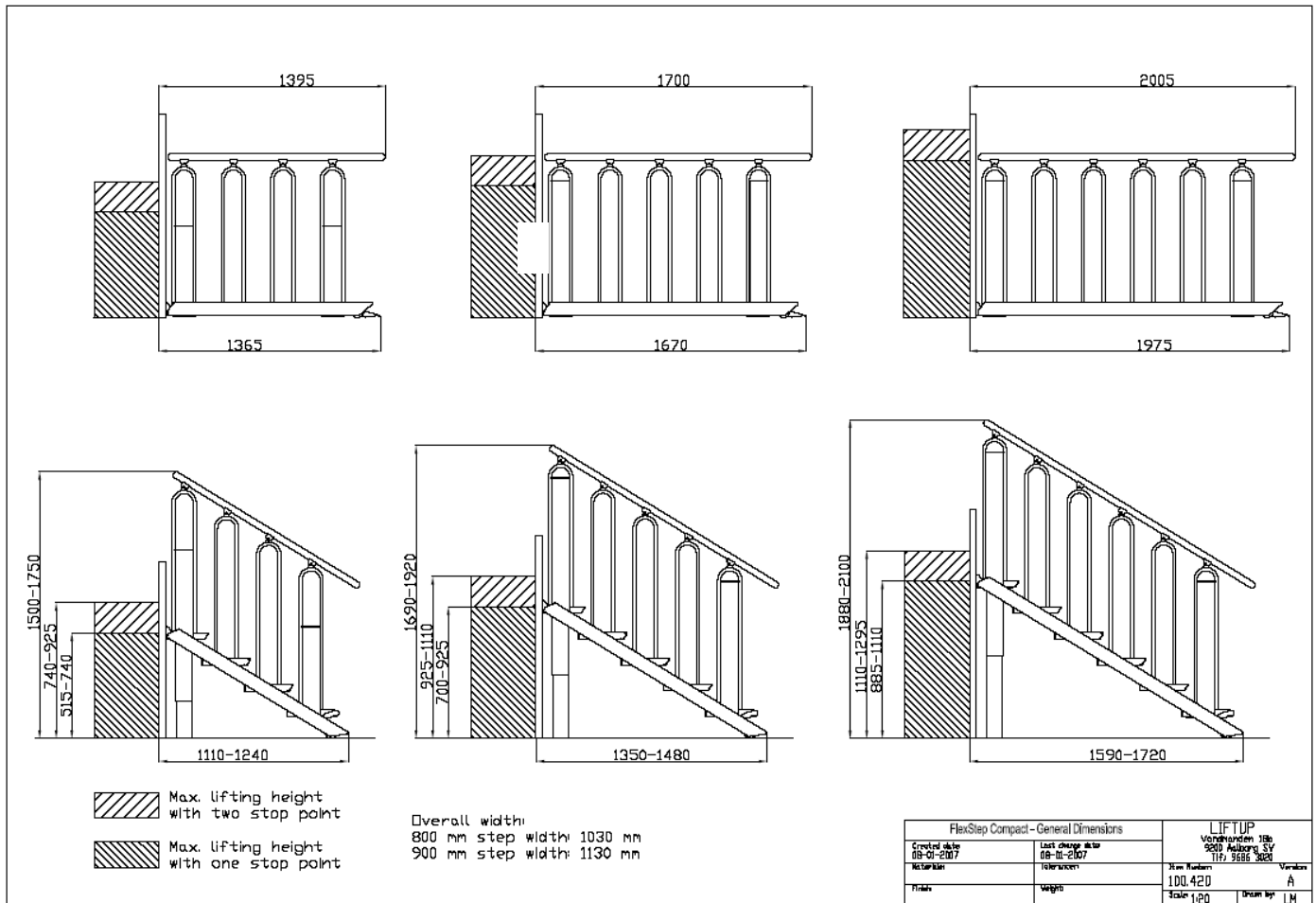
The maximum load is 250 kg evenly spread over the platform and a maximum of 2 persons.

Read this user's manual in full before starting to use the platform.

The platform must NOT be used for transporting goods; do not load pallets with goods or other types of heavy loads on the platform.

The platform owner is obligated to maintain it according to the Maintenance Guide in section 12.

5. Technical specifications



Technical specifications:

- Power supply: 230V / 50 Hz / 10A.
- Max. load: 250 kg or 2 persons
- Dimensions: W: 8/900 x L 1250-1865 mm.
- Weight: 120 kg approx.
- Noise: < 70 db.
- Duty cycle: 2 min. / 18 min.





6. Safety directions

Important safety directions.

Installation and maintenance.

Do not attempt to install or maintain your FlexStep platform. These tasks **MUST** be performed by an authorized* service engineer.

Do **NOT** remove the protective plates or safety plates as doing so may open your platform to causing unintended personal injury.

Unintentional movement of FlexStep.

If when using your FlexStep actions or movements occur which are not covered in this manual, stop the unit and request technical support.

If your FlexStep does not move with a level movement as a platform, calibrate it by running it down to floor level. If the problem persists, request technical assistance.

FlexStep movement.

Keep the area below FlexStep free of all objects or materials which may impede its downward movement. Otherwise, FlexStep cannot be moved down to the lower level and thus cannot fulfil its function as a lifting platform.

If an object/material prevents FlexStep moving in a downward direction, the platform will suspend its movement and issue an audible alarm. The object or material must be removed before the platform may be used again.

Avoiding personal injury.

In order to avoid personal injury, users may **NOT** use FlexStep when someone or something is at risk of injury through crushing, cutting, falling, tripping or the like. The user/operator shall strive to the greatest extent possible to ensure that FlexStep can move without risking injury. Be extra vigilant when small children and disabled persons are on or around the platform, since these groups cannot always be expected to be able to foresee the possible consequences of the platform's movements.

Overload of the platform.

In order to avoid damage to equipment due to overloading (max. 250 kg evenly spread), FlexStep is fitted with overload protection, which stops the platform and issues an audible alarm if overload occurs. In the event of overload, run the platform downward to exit.

* Has undergone product and service training by Liftup.

Warning

Although the platform is fitted with various safety features, never operate it if persons or animals are close enough to be at risk of being crushed. Never let children play on or with the platform.

6.1 Personal safety

FlexStep is fitted with various safety mechanisms to ensure that the user or other persons are not injured by using the platform.

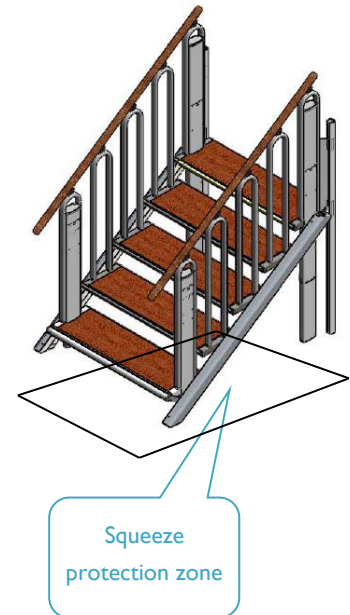
Squeeze protection:

Pressure plates (squeeze protection) are fitted beneath the entire platform and these are activated if an object is compressed under it. When the squeeze protection is activated the platform stops and runs about 3-5 cm in reverse, while an audible alarm sounds at the same time.

If the squeeze protection is activated, release the push button.

Any objects under the platform must be removed before it can again be lowered to floor level. (If necessary, move the platform up a small distance so as to more easily remove objects under it).

NB! Be aware that in the case of outdoor installations, leaves, branches and snow can trigger the squeeze protection, and you should therefore regularly check whether there are objects beneath the platform. For outdoor installations we thus recommend returning the lift to ground level after use, so as to prevent unwanted objects finding their way under the platform.



Avoiding personal injury.

- FlexStep must NOT be switched from stairs to platform when persons or objects are on the stairs.
- In order to avoid personal injury, users may NOT use FlexStep when someone or something is at risk of injury through crushing, cutting, falling, tripping, or the like.
- It is important that the user/operator ensures that the platform's movement can be made without posing a risk to anyone or anything.
- Be extra vigilant when small children and disabled persons are on or around the platform/stairs, since these groups cannot always be expected to be able to foresee the possible consequences of the stairs'/platform's movements.

Infrared squeeze protection:

Infrared sensors are fitted between the steps in order to prevent crushing between them. If, when moving from stairs to platform, the IR beams are interrupted, FlexStep will stop moving and issue an audible alarm.



Infrared sensors prevent crushing between steps.

Roll-off protection:

When moving the platform up, the ramp will first pull up and lock before the platform begins to move. The ramp now acts as roll-off protection.

When the platform is returned to floor level, the ramp will automatically lower and function as a drive-on/off ramp.

If the platform is fitted with doors or a safety barrier at the upper level*, these will close and lock in place before the platform begins to move.

These doors will always be closed and locked when the platform is off the ground level.



Ramp raised and



Ramp lowered

* Additional equipment



6.2 Handling

The platform is normally supplied by your dealer, who will also perform its installation. Do not attempt to move the platform by hand as there is a risk of permanent personal injury. Move and handle the platform using the lifting equipment designed for this purpose.

Do not expose the platform to heavy bumps or jolts as this can damage its functionality.

Store the accompanying remote control* in a dry place and do not expose it to heavy knocks (for example, by throwing it). Only clean using a firmly wrung cloth.

* Additional equipment



7. Operating principles

The FlexStep platform is a so-called “dead man operated” lift, i.e. the push buttons are to be held down for the entire movement.

Platform operation is straightforward, and the user activates it using one of the push buttons on the wall or via the supplied remote control*.

When the user is on the platform it is operated from the side panel, from which the user can choose to be transported to the upper or lower level respectively.

8. Assembly

Platform installation is undertaken by an authorized service engineer.

Do not attempt to move, disassemble or repair your FlexStep. These tasks **MUST** be performed by an authorized service engineer.

Improper assembly may increase the risk of user injury. Liftup is exempt from any liability if assembly and installation are not performed by a authorized service engineer.

For more information or assembly documentation, contact Liftup on +45 9686 3020, or via www.liftup.dk.

9. Starting the platform

The control unit of the platform must always be connected to a 230V power point and be powered on.

Under normal circumstances the platform remains in stand-by mode, i.e. it is ready for use as soon as one of the operating buttons is pressed.

If the emergency stop has been pushed, this must be deactivated before the platform can be operated (refer to section 10 on Operating the platform).

* Additional equipment

10. Operating the platform

Everyday use.

Your FlexStep is operated via the two operating panels above and below it, by a joystick on the rails of the stairs/platform, or by means of the remote control*. The remote control replaces the two button panels.



Joystick on platform railings



Form stairs



Form platform



* Additional equipment

Operating FlexStep from the UPPER level.

In order to bring the stairs to a platform at the UPPER level, hold down the button. The stairs will lift the ramp to form roll-off protection and lock it in the raised position (Fig. 1). The stairs will move to form a platform at the LOWER level, and then travel up to provide a platform at the UPPER level (Fig. 2). Carefully drive onto the platform (lock/brake the wheelchair), push the joystick down causing the platform to descend to the LOWER level. Carefully exit the platform. (Fig. 3)



Ramp raised and



Enter platform



Exit platform

Operating FlexStep from the LOWER level.

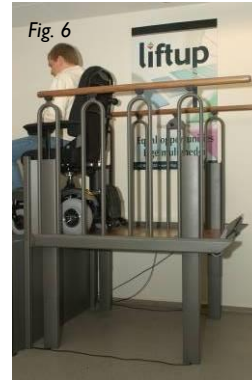
In order to bring the stairs to a platform at the LOWER level, hold down the button. The stairs will lift the ramp to form roll-off protection and lock it in the raised position (Fig. 1). The stairs will move into a platform at the LOWER level and the ramp lower into an exit ramp. (Fig. 4) Carefully drive onto the platform (lock/brake the wheelchair) (Fig. 5). Push the joystick up and the platform will ascend to the UPPER level after the ramp has risen to form roll-off protection. Carefully exit the platform (Fig. 6).



Ramp lowered



Enter platform



Exit platform


Operating FlexStep on the platform

Operating FlexStep as a lifting platform is done using the joystick fitted on the stair rails.

- To raise the platform, push and hold the joystick up until the platform stops and any doors/barriers are removed.
- To lower the platform, push and hold the joystick down until the platform stops and any doors/barriers are removed.

Auto return



By operating this  button, FlexStep can be returned to its standard position as stairs. If no buttons or IR sensors have been activated for around 60 seconds, FlexStep will automatically return to its standard position as stairs. (An audible alarm will sound during this process). This function can be disabled if the user does not wish the platform to automatically revert to

stair mode.

Emergency stop

If the platform makes an unintended or undesired movement, or if it must be stopped in order to avoid potential risks, press the EMERGENCY STOP button.

To reset the emergency stop, turn the button clockwise and the system is again ready for use.



EMERGENCY STOP



II. Operation

For normal operation, FlexStep must always be connected to a 230V power supply. It is very important that you do not disconnect or switch off the power because long-term power outage (1-2 weeks) can drain the battery, thus causing the system to stop working. Note that in the case of power failure an audible alarm will sound. For more information, refer to the section below on Battery Backup.

Battery Backup.

In the event of a 230V power failure or if the control unit is for some other reason not supplied with power, the system will automatically switch to backup mode. This means the system will continue to function as normal since it is being powered by the battery backup.

Mains power

failure will be signalled by a beeping alarm sound. This alarm will cease as soon as mains supply is resumed. The system will now resume normal operation. If it is not possible to immediately re-establish the mains supply and you wish to cancel the alarm, press the emergency stop button. (Note that in such a case the system will need to be calibrated – see below).

IMPORTANT!



If both the 230V supply and the emergency stop have been disconnected at the same time, the system automatically switches to a safety mode and must then be calibrated. (See below).

Calibration after emergency stop/power failure

If the emergency stop has been activated and the power supply has been interrupted, or if the system registers other kinds of irregularities, it will require calibration. The platform the goes into a special safety mode which only permits it to move downwards at very low speed.

Safe mode

In special conditions where the FlexStep is out of synchronization, the FlexStep will go into a safe mode where the FlexStep will stop after around a 10 cm movement. Then press the emergency stop and release it, after which, the down button is again activated. Continue this procedure until the platform is completely down and the ramp lowered. Once the ramp is down and all 4 legs are on the floor the system is calibrated and will now function as normal.

IMPORTANT!



If you notice the platform not moving as expected, or stopping after only a few centimetres, there may be technical issues which need to be resolved by qualified engineers. In such a case, contact your dealer.



12. Maintenance

Only perform general cleaning using a firmly wrung cloth. Do NOT use high-pressure hoses or hose down the platform directly.

Any oiled wooden surfaces should be maintained regularly (approx. every 3 months) with wood oil in order to ensure long service life.

Regularly check under the platform for leaves, branches or other unwanted objects, and remove them to ensure its full and free movement.

Mechanical maintenance of the platform should normally only be undertaken in connection with the bi-annual service inspection and be performed by a authorized service engineer.

If any unexpected faults or abnormal sounds occur, contact your dealer at once to have them remedied.



Fig. 1

Remote control

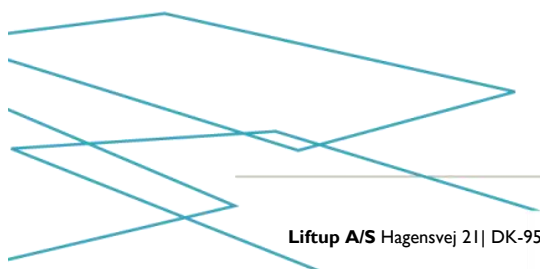
Remote control (accessory)

Two batteries are installed in the remote control. To ensure reliable function, replace these every six months. To replace the batteries perform the following steps:

1. Undo the screw on the rear panel.
2. Remove the rear panel.
3. Undo the screw holding the batteries.
4. Remove the old batteries and insert the new ones.
5. Replace the rear panel and test the device.



If the power has been disconnected from the handset or the receiver for a long period of time, it may be necessary to calibrate the system (pair the two units). Proceed as follows:

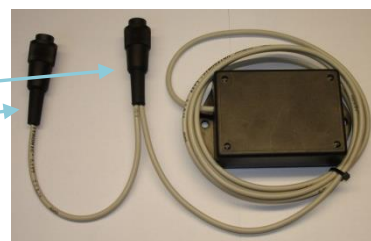




13. How to pair transmitter and receiver

Used only if there is more than one remote-controlled lift installed within the operational area if the remote control.

1. Check that the cables in the receiver are correctly attached to the black control box.
 - a. Lower level
 - b. Upper level
2. Ensure there is power to the system and it is switched on.
3. Press the UP (↑) and DOWN (↓) buttons on the handset at the same time and hold them down for approx. 5 seconds. Until the control diode on the handset begins to flash slowly. The handset is now in installation mode for 2 minutes.
4. Within the 2 mins., disconnect and reconnect the power to the lift required to be connected with the handset. Do this by pressing in the red emergency stop button on the lift and releasing it again by turning the button.
5. When the control diode on the handset stops flashing, it is connected with the lift.
6. Test the system so as to ensure the pairing is undertaken correctly; if not, repeat 1-5 above.



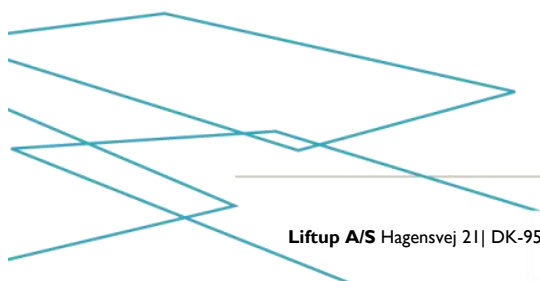
How to reset transmitter and receiver:

To reset a handset so it is no longer associated with a particular lift, do as follows:

1. Press the UP (↑) and DOWN (↓) buttons on the handset at the same time and hold them down for approx. 5 seconds. Until the control diode on the handset begins to flash slowly. The handset is now in installation mode for 2 minutes.
2. Perform the following within the 2 minutes:

Press: UP (↑), UP (↑), DOWN (↓), DOWN (↓), UP (↑), DOWN (↓), UP (↑), DOWN (↓)

3. When the control diode starts to flash quickly, the handset is no longer associated with a particular lift.






14. Installation and handover

The form below shall be filled out upon installation.

Sample:



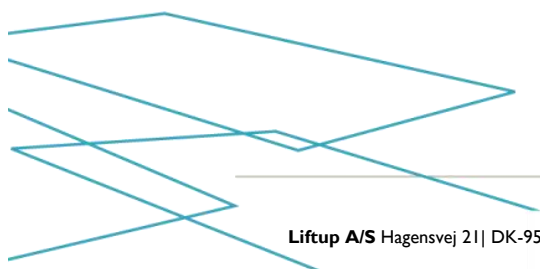
Client:	Product:
Address:	Product Type No.:
Postcode:	Serial No.:
Telephone No.:	Installation date:
Client acceptance of installation:	Installed by:

Checklist:

No.	Description	Checked	Any comments
1	Testing together with the client	<input type="checkbox"/>	
2	Emergency stop	<input type="checkbox"/>	
3	Safety mode	<input type="checkbox"/>	
4	Review of the manual	<input type="checkbox"/>	
5	Show anti-crushing safety feature, including alarm	<input type="checkbox"/>	
6	Overload.	<input type="checkbox"/>	
7	Ramp /gate function (switch)	<input type="checkbox"/>	
8	230V to the controls (must not be disconnected)	<input type="checkbox"/>	
9	Any change of the battery in the remote control.	<input type="checkbox"/>	
10	Any pairing of the remote control	<input type="checkbox"/>	
11		<input type="checkbox"/>	

Page

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15. Maintenance checklist

In addition to the general maintenance described in section 12, we recommend as the manufacturer, that routine inspections are undertaken every 6 months by an authorized service technician. The dealer you have bought the product from will offer this service, but if you wish to use another service provider, the owner of the lift is responsible for ensuring that the chosen service technician is qualified in the product in question.

For safety reasons it is very important that these inspections are maintained, since lacking or improperly performed inspections may result in personal injury.

IMPORTANT. Before inspecting the lift (or under it), the lift **MUST** be dismantled from the controls in order to secure against accidental operation. The service technician is responsible for performing this disassembly before starting servicing.

It is not enough to disconnect the 230V supply, as the system is fitted with a battery backup.

A check form like the one below shall be filled in upon each inspection. The form shall be filed by the company which has entered into the service agreement.

Sample:



Service Report - FlexStep



Service visit paid for by: User/Installation address Client/Contractor Owner/Municipality

Name/company			
Address			
Postcode			
Telephone			
Contact person			
Telephone			
EAN/GLN			

Product		Service level	
Product type no		Endnu ingen affale	Håvartig
Serial no		Agreed date and time for service visit	
Installation date		Agreed about the visit	
Last service date			

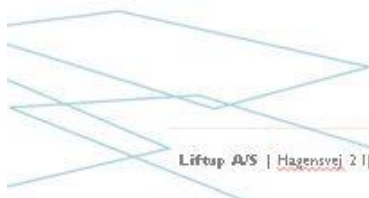
Other comments:

Service engineer

<input type="checkbox"/> Tighten M10 screws in steps	<input type="checkbox"/> Test 2x12V batteries (min. 5 AH)
<input type="checkbox"/> Tighten screws in rail guides	<input type="checkbox"/> Check audible alarm
<input type="checkbox"/> Tighten ramp suspension	<input type="checkbox"/> Audible check of ramp motor
<input type="checkbox"/> Tighten Z-profiles	<input type="checkbox"/> Pressure plates / Safety pans
<input type="checkbox"/> Operating units	<input type="checkbox"/> Check friction on ramp
<input type="checkbox"/> Emergency stop contact	<input type="checkbox"/> User manual is available near the lift
<input type="checkbox"/> Load sign	<input type="checkbox"/> Check vertical barrier
<input type="checkbox"/> Audible check of actuators	<input type="checkbox"/> Door functionality
<input type="checkbox"/> Load-check of actuators	<input type="checkbox"/> Report in customer's service log book
<input type="checkbox"/> IR safety	<input type="checkbox"/> Rivets in actuators

Part no.	Qty.	Description	Price per pce.	Price
T00455		Actuator cable		
T01111		12V batteries		
		Service/inspection		
		Service engineer hours		
		Distance travelled (km)		

Doc. Version: 20130307



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16. Service log book

This form (like the one below) shall be filled in after each inspection.
The log book shall be kept together with the lift.

Sample



This form shall be filled in after every inspection.

Client:		Product:	
Address:		Product Type No.:	
Postcode:		Serial No.:	

Telephone No.:		Installation date:	
Contact Person:	Telephone No.:	Installed by:	
Installation facts:	Lift:	2 Stop:	IN: Out: Stairs Timeout:

No.	Date:	Comments:	Signature:
1			
2			
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17. Spare parts

Original spare parts shall always be used. Replacement of parts may only be done by a qualified service technician.

If other parts are used than those prescribed, the warranty is voided, and Liftup at the same time renounces any liability for product safety.

Part no.	Description
I01175	Spare parts bundle - dealer
I00255	Mounting kit for steps
I00298	Ramp_lock suspension - Compact
I00328	Plate for Lifting Column
I00336	DC motor for Ramp - Compact
I00338	Micro Switch - Safety system - V4L IP67
I00339	Emergency Stop Button
I00360	IR Safety termination board
I00361	Mainboard - CP & EL
I00363	Programming cable incl. software – Compact/EasyLift
I00409	Micromatch Cable for IR-print
I00410	SUB15 M/F extension cable
I00413	Spring for ramp lock.
I00418	Joystick w/ Rubber – 30 mm
I00419	Actuator - M/F extension cable
I00425	SUB15-7/7 Spiral Cable
I00426	DC Motor for Safety Barrier
I00429	Pushbutton - Lift
I00430	Pushbutton - Stairs
I00433	Micromatch 6-pin connector
I00455	Cable for DL4
I00487	DL4 for Compact, collected + extended
I00582	Actuator internal fittings (DB4)
I01131	Actuator sleeve valves, set
I01157	Cable with 4-pole DIN plug, 10m



18. Disassembly

In order to ensure correct disassembly for any reuse in another installation, we recommend employing a authorized service engineer. Contact your dealer for disassembly assistance.

Note that there is a risk of overturning when FlexStep is detached from the building.

19. Disposal

It is the owner's responsibility to dispose of the product in accordance with the regulations applicable at the time.

Note, in particular, that the batteries in the control unit must be disposed of separately.

If necessary, ask your dealer for disposal assistance.

20. Warranty

The warranty is valid in accordance with the regulations governing warranties at the time in question. Refer to the terms of sale and delivery for further information.

The warranty is only valid if the prescribed service inspections are carried out. Should the customer decide to opt out of these inspections, Liftup is no longer liable for product safety. It is then the responsibility of the customer to ensure that the platform at all times complies with the applicable safety regulations.

**We wish you much pleasure and good service from your
new FlexStep!**

Best wishes, Liftup