



Receiving, Handling, and Storage of DIRECTO-MATIC® 2000 Equipment

Safety Symbol Legend



Warning

Indicates a procedure or condition that, if not strictly observed, could result in personal injury or death.



Caution

Indicates a procedure or condition that, if not strictly observed, could result in damage to or destruction of equipment.

Note Indicates an essential or important procedure or statement.

These instructions do not purport to cover all details or variations in equipment, nor to provide every possible contingency to be met during installation, operation, and maintenance. If further information is desired or if particular problems arise that are not covered sufficiently for the purchaser's purpose, the matter should be referred to GE Industrial Systems.

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Receiving the Equipment

How the Equipment is Shipped

General Electric Company (GE) carefully inspects and packs all equipment before shipping it from the factory. A packing list, which itemizes the contents of each package, is attached to the side of each case of the equipment.

GE provides handling and environmental guidelines to the carrier to protect the equipment during shipment.

Checking for Damage

Immediately upon receipt, place the equipment under adequate cover to protect it from adverse conditions (see *Storage*). Then carefully examine the contents and check them against the packing list.

Immediately report any shortage, damage, or visual indication of rough handling to the carrier. Then notify both the transportation company and GE. Be sure to include the serial number, part (model) number, drive code, GE requisition number, and case number when identifying missing or damaged parts.

Handling and Moving



Shock caused by rough handling can damage electrical equipment.

Caution

If available, refer to the equipment outline drawings for preferred methods of lifting and moving the equipment. Be sure to observe any instructions printed on or attached to the equipment container, along with normal handling precautions.

When moving the equipment:

- Observe the center-of-gravity.
- Use lifting equipment suitable for the weight and configuration of the equipment being moved.
- Lift equipment with four hooks.
- Lift cables should be at an angle greater than 45° from horizontal.

Unpacking

It is good practice to not completely unpack the equipment until it has been placed as near as possible to its permanent location. If the equipment has been exposed to low temperatures for an extended period of time, do not unpack it until it has reached room temperature.

When unpacking, check the contents of each case against the packing list. Report any shortage to GE.

Use standard unpacking tools, including a nail puller. Carefully move the equipment from its container to avoid damaging or marring the part. Wipe off any particles of packing materials or foreign substances that may be lodged in or between the parts.

Small parts (such as bolts and screws) are packed in special containers to keep them together, but may become separated. For this reason, carefully inspect packing material for loose parts before discarding it.

Storage



Packing cases are not suitable for outdoor or unprotected storage.

Caution

If the equipment is not installed immediately upon receipt, it must be stored properly to prevent corrosion and deterioration. Use these guidelines:

1. Place the equipment under adequate cover with the following requirements:
 - a. Keep the equipment clean and dry, protected from precipitation and flooding.
 - b. Use only breathable (canvas type) covering material – do not use plastic.
2. Unpack the equipment as described on the following page, and label it.
3. Maintain the following environment in the storage enclosure:
 - a. Ambient storage temperature limits from -25 °C to 70 °C (-13 °F to 158 °F).
 - b. Surrounding air free of dust and corrosive elements, such as salt spray or chemical and electrically conductive contaminants.
 - c. Ambient relative humidity from 5 to 95% with provisions to prevent condensation.
 - d. No rodents.
 - e. Avoid temperature variations that cause moisture condensation on the equipment.



Moisture on certain internal parts can cause electrical failure.

Caution

Condensation occurs with temperature drops of 15 °C (27 °F) at 50% humidity over a 4-hour period, and with smaller temperature variations at higher humidity.

If the storage room temperature varies in such a way, install a reliable heating system that keeps the equipment temperature slightly above that of the ambient air. This can include space heaters or panel space heaters (when supplied) inside each enclosure. A 100 watt lamp can sometimes serve as a substitute source of heat.



To prevent fire hazard, remove all cartons and other such flammable materials packed inside units before energizing any heaters.

Caution

Time Limitations and Warranty

The above specifications apply to shipping and storage duration of up to one year. Longer times may require additional treatment.

Note It is important that the specifications defined in this publication be followed at all times. Failure to do so will void the equipment warranty.

Product **warranty information**, including warranty period and parts and service coverage are defined at the time of sale. This information is included with customer documentation, but can also be obtained from the nearest GE sales office or GE sales representative, if needed.

How to Get Help

If help is needed beyond the instructions provided in the documentation, contact GE as follows:

GE Industrial Systems
Product Service Engineering
1501 Roanoke Blvd.
Salem, VA 24153-6492 USA

Phone: + 1 800 533 5885 (United States, Canada, Mexico)

+ 1 540 378 3280 (International)

Fax: + 1 540 387 8606 (All)

“+” indicates the international access code required when calling from outside of the USA.



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