

## Horizontal Stage Curtain

Last Issue Date: 13/11/2018		Type Of Service				
		A	B	C	D	E
Activity						
1	Routinely undertake a visual inspection of the curtains for stains, dirt and fabric tears. Undertaken by site.			Y	Y	
2	Undertake a visual inspection of the system looking for any damage. Check to include: a) Drum winch and mounting; b) Motor controller and fixing; c) Power outlet and cabling; d) Wire rope and overhead pulleys; e) Curtain track, track end stop and mounting brackets for any distortions; f) Curtains for stains, dirt and fabric tears.				Y	
3	Check the functionality of the motor controller and that the indicators illuminate correctly.				Y	
4	Check for the correct operation of the curtains by fully opening, closing and stopping the curtains.				Y	
5	If applicable, check for the correct operation of the curtains using the remote controller. Check the remote controller and cabling for any damage.				Y	
6	Check for the correct tension of the wire rope and adjust if necessary, checking the operation.				Y	
7	MECHANICAL: a) Check the condition and operation of the winch including the grooved drum, keyed shaft and gearbox/motor assembly; b) Check the switch assembly, toothed belt and driven wheels and drive belt and adjust the tension if necessary; and c) Lubricate where necessary, including guides, rollers and bearings.				Y	
8	ELECTRICAL: a) Undertake safety tests to AS3760 (AS3000 for hard wired): - an earthing continuity test; and - an insulation test. b) Check the condition and operation of the electrical components including the inverter, relay and switch latching management module, and the speed control potentiometer.				Y	
9	Clean both sides of the curtains using a method recommended by the manufacturer. This may be using a medium soft bristle brush or an industrial vacuum. Ensure the flame retardant treatment is not damaged, refer Special Comments.				Y	
10	Record the results and any minor repairs undertaken in the Log Book.			Y	Y	

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For more information please contact the applicable Facilities Management Service Provider.



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## Special Comments and Technical Data

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C SERVICE MONTHLY OR AFTER EVERY PERFORMANCE (BY SITE)

D SERVICE ANNUAL

FOR DECD SITES IT IS RECOMMENDED THE ANNUAL SERVICE IS DONE DURING THE JANUARY VACATION ALLOWING TIME FOR ANY REPLACEMENT PARTS AND REPAIR WORKS.

THIS SERVICE IS TO BE UNDERTAKEN IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND: AS1418 AND AS2550.1 (CRANES, HOISTS AND WINCHES), AS2759 (STEEL WIRE ROPE) AND AS3000 (ELECTRICAL) AND AS3100 (ELECTRICAL EQUIPMENT).

THE LAUNDERING / CLEANING OF THE CURTAINS MUST BE COMPATIBLE WITH THE FLAME RETARDANT TREATMENT TYPE (TESTED TO AS1530.2 AND AS1530.3 TO MEET NCC REQUIREMENTS). REFER TO THE MANUFACTURER'S RECOMMENDATIONS FOR THE FABRIC TYPE AND RECOMMENDED LAUNDERING.

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