

Grenfell Tower

Window Manual

INTRODUCTION

This booklet has been put together as a guide on how to operate and maintain the new windows which you have had installed in your home.

YOUR NEW WINDOWS

The windows installed in your home are Aluminium .The windows require very little maintenance.

All opening windows Tilt for ventilation, with the Turn position for maintenance and cleaning only. The windows are operated by the use of a key locking handle.

If you wish to refit blinds or curtains please make sure you **do not** fix to the aluminium windows frames. You should only fit to the new PVCU window surround. If you are in doubt please phone the Rydon RLO team for assistance.

HOW TO OPERATE YOUR NEW WINDOWS

Tilt and Turn Windows

To Tilt

From the closed position, insert the key into lock and turn the handle 90 degrees

Pull the window towards you to the tilt position

To turn

From the tilt position, close the window
Turn the handle another 90 degrees until it is pointing vertically upwards.

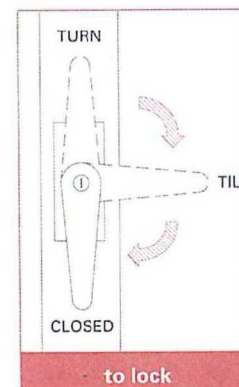
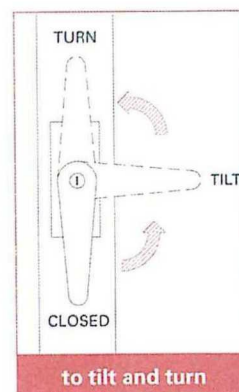
Pull the window towards you to the turn position

To lock

From the turn position, close the window
Rotate the handle 180 degrees until the handle is pointing vertically down

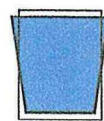
Turn the key to lock the window

Remove the key

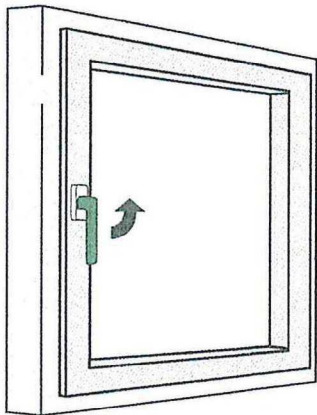


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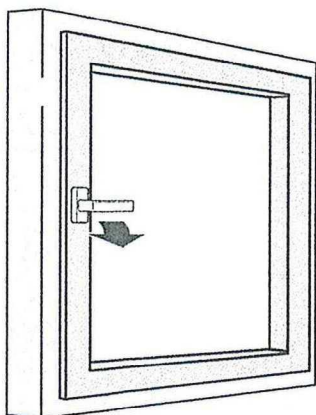
Directions for Use - Tilt Before Turn (TBT)



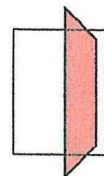
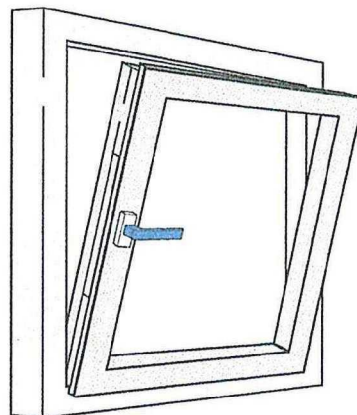
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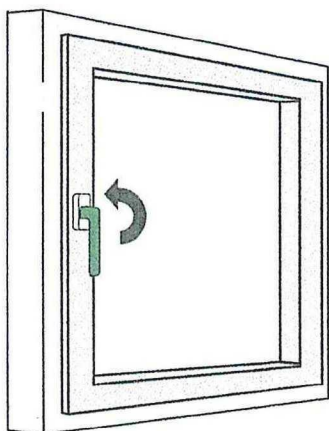
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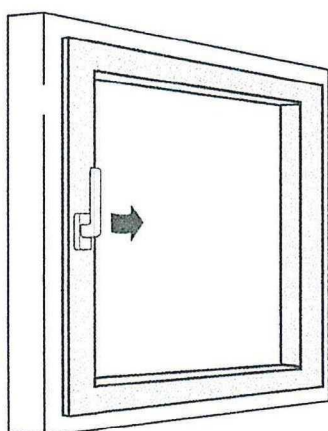
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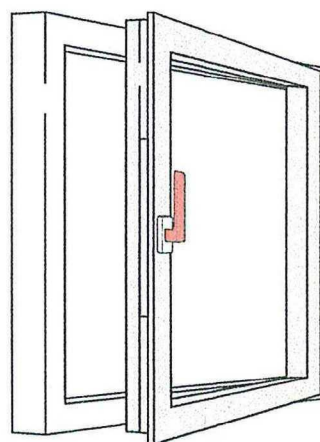
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CLEANING AND MAINTENANCE

The windows that have been installed in your home require very little maintenance. To clean your windows we would advise you to wash the frames with mild soapy water and dry with a clean soft cloth. Wash the glass with mild soapy water or a domestic glass-cleaning product.

So that you can maintain the quality of your new windows, below are products which should not be used when cleaning the window:

DO NOT Use the following products

- Caustic Soda, Alcohol or other solvents
- Cleaning products with harsh abrasives
- Sharp edges or metallic tools
- Abrasive papers such as sand paper
- High pressure or steam cleaners

Maintenance - Cleaning

Your windows have high-grade SIEGENIA fittings.

To ensure that they remain in good working condition we recommend that you inspect and maintain your windows/doors as described below at regular intervals (at least once a year or more often for school and hotel buildings).

Cleaning and preserving surfaces

- When treating surfaces (painting or glazing your windows/doors), remove all fittings and protect them from stains and spills.
- Remove any stains or spills immediately because they could damage the surface protection of the fittings.
- Use only mild, pH-neutral, diluted cleaning agents.
Never use sharp objects, abrasive agents or aggressive cleaning agents (such as vinegar or acidic cleaning agents) as they could damage the corrosion protection of the fittings.
- When cleaning, ensure that no water runs into the fittings.
- Dry the fittings thoroughly after cleaning and oil the surface with a non-acidic and non-resinous oil by wiping them with a cloth soaked in oil.

ATTENTION: After the Titan AF-X hardware surface has dried, it must **not** be wiped with oil. Oxygen from the air has to make contact directly with the surface to maintain self-forming passive layer of the hardware. This process would be hampered by an oil film. If you have any questions regarding your installed hardware please contact your window and/or door distributor.

Maintenance - Inspection and Lubrication

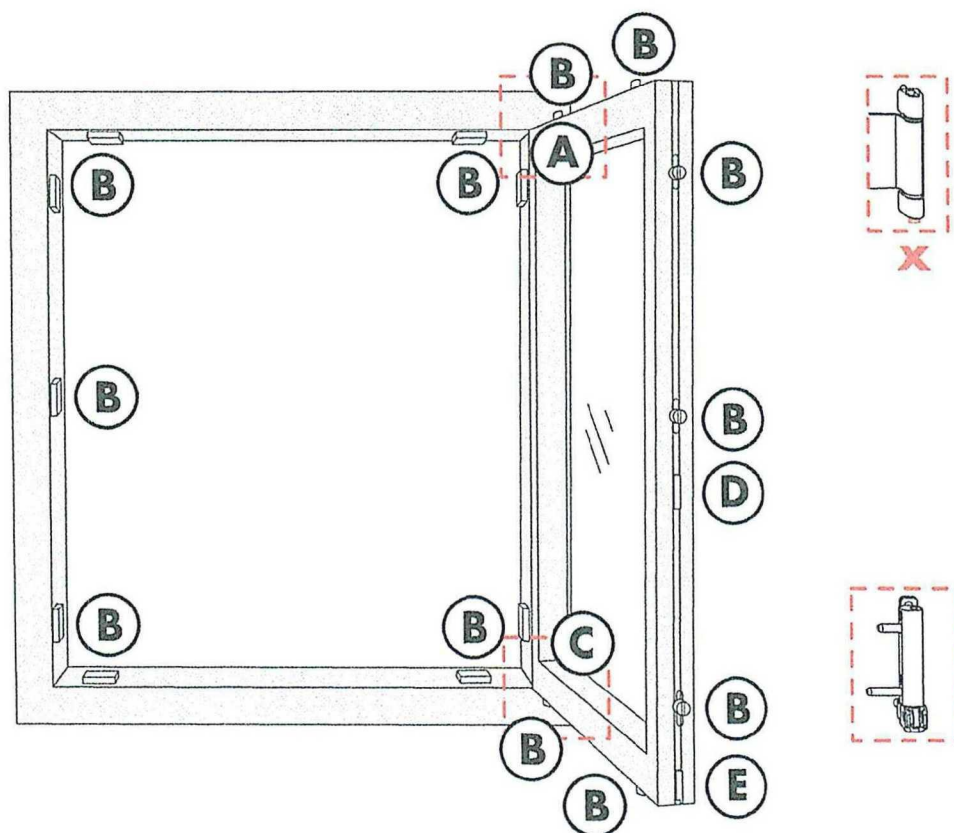
Check that all fittings (A) are secure and check for wear.

- Check that the top hinge pin (x) is pushed in up to the stop. If it is not, slide it up to the stop manually.
- Check for loose fixing screws and check that the handle is secure. Tighten the loose fixing screws using an appropriate tool. Important: Do not overtighten the screws.
- Have any worn/damaged fittings or overtightened screws replaced by a specialist company.

Grease or oil all movable fittings and all locking points.

- Use only acid-free and resin-free oil or grease.
- Use a grease spray on the movable parts in the window sash and spray into all openings in the fittings. Then move the fittings into position several times until the grease is distributed. Wipe off any excess oil or grease.
- Grease the striker plates in the window frame using a firmer grease (consistency class 2 in accordance with DIN 51818) in the places where the locking cam engages with the striker plate.

Our maintenance grease is particularly suited for this. You can order it from SIEGENIA under material number ZXSX0120-093010.



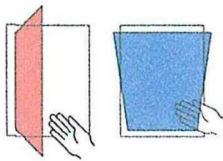
Safety Instructions

- Always observe the safety instructions when carrying out work to windows/doors!
- Keep children and people who cannot estimate the dangers away from the point of danger!
- Avoid spilling lubricants onto the floor or leave tools unattended in the working area!



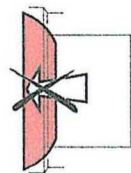
Risk of injury from falling through open windows

- Always use stable step ladders.
- Protect yourself against falling out of windows.
- Do not steady yourself or hold on to the opened sash.



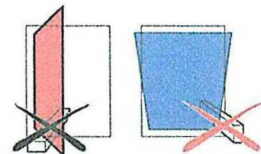
Danger of injury through trapping of body parts

- Never reach into the opening between the sash and the outer frame when closing windows/doors.



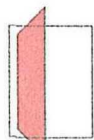
Risk of injury or damage from pressing the sash against the reveal

- Do not press the sash against the window reveal.



Risk of injury from trapping parts of the body between the sash and the frame

- Do not insert obstructions into the opening between sash and frame.



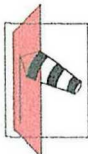
Risk of injury and material damage from overloading the sash

- Do not overload the sash.



Risk of injury from the effect of wind

- Prevent wind from acting on the open sash.
- During wind/drafts, close and lock windows.



⚠ WARNING

Operational malfunction of the window components may result in injury!

- ▶ Do not continue to use the window once an operational malfunction has been identified.
- ▶ Secure the window and instruct a **specialist company** to carry out the repairs.

This section is to be read in addition to the Window Manual:

Why Do I Need to Ventilate My Flat?

It is important to ventilate your flat to allow the moisture contained within the air to escape and be replaced by cooler air from outside. This is known as air change. It is important to achieve a good air change rate to ensure the amount of water vapour within the air inside your home is kept to a minimum.

At the top of each window there is a small vent called a trickle vent. These vents allow a constant background flow of air into your home. Please refrain from closing these vents.

It is also important to be aware of activities that increase water vapour in the air and the need to balance these with good air change rates. The moisture in the air comes from a number of sources within the home, such as:

- Breathing
- Boiling kettles and cooking
- Baths, showers and dishwashing
- Washing and drying clothes
- House plants

If you require a translation of this document, or a version in larger print, then please contact a member of the Resident Liaison Team on free phone [REDACTED]