

USER & MAINTENANCE MANUAL

windows and doors

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For windows and doors



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1. GENERAL INFORMATION

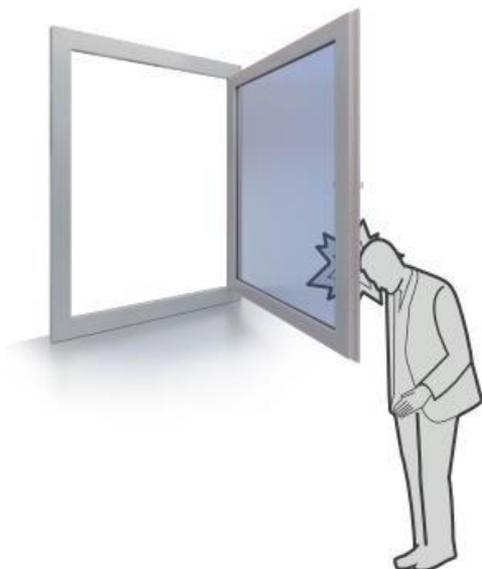
The manufacturer of aluminium and PVC window and door systems – Cheh Plast OOD – provides you with this document including information that will help you become familiar with our systems, safely use of the finished product, maintenance of products as well as other important aspects, aimed at offering the highest product quality based on modern technical solutions.

Failure to comply with the recommendations and instructions contained in this manual by the target reader or the user releases the manufacturer from all obligations and guarantees, the terms of which are contained in a separate document.

2. RISK OF INJURY AND INCORRECT USAGE



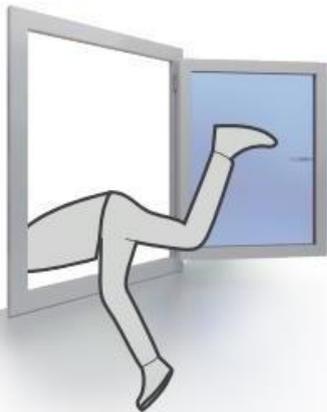
Risk of injury due to sash impact.



Impact by an opening sash.



Risk of injury if the hand is inserted between the window sash or door leaf and the frame.



Risk of falling out when the window is open.



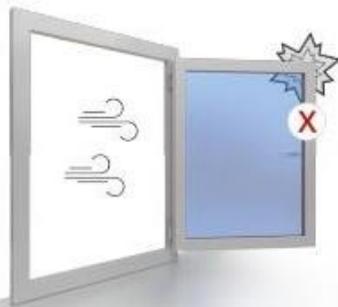
Risk due to falling objects and/or similar injuries, e.g. caused by draught.



Loading the sashes can cause damage, deformation or destruction of individual components.



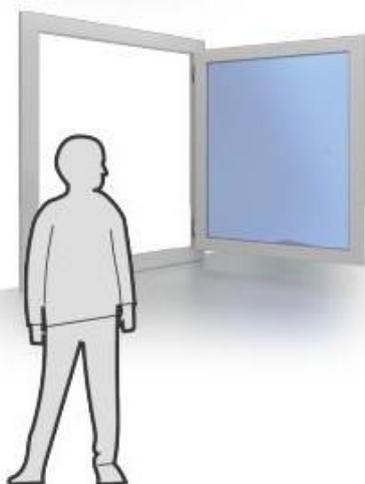
In case of double casement window, follow the sequence of opening/closing. First open the active sash/leaf (except for emergency exit doors) in order to avoid damaging the locking elements or the frame.



Don't leave the window opened when the wind is strong. Sashes hitting the window recess uncontrollably can cause damage to the frame, hardware or the recess. Recommendation: use an opening limiter or stopper.



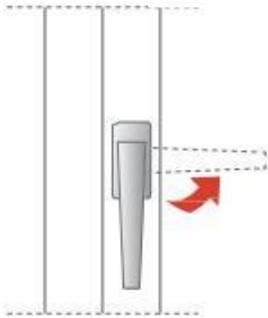
There must be no objects between the leaf and the frame that can directly interfere with the proper functioning and operation of the product.



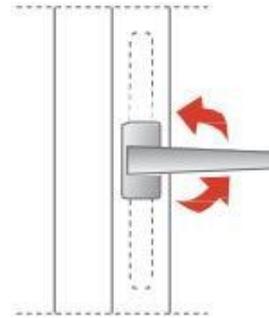
If the window can be accessed by children or people with mental disorders, mount (for example) a lockable handle or an opening lock.

3. CORRECT OPERATION OF WINDOWS

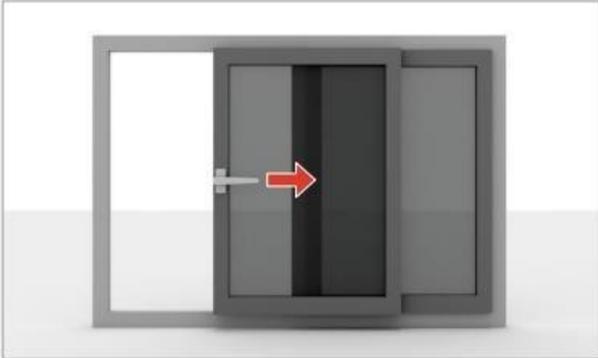
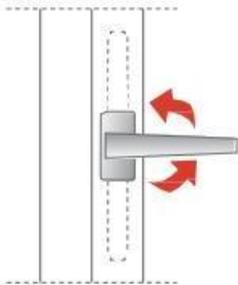
a) side-hung window



b) tilt-and-turn window



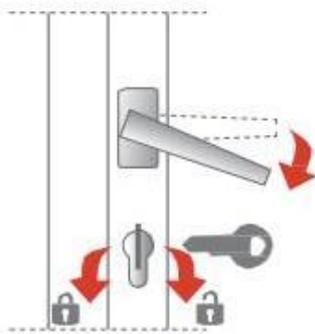
tilt-and-slide window



4. CORRECT OPERATION OF DOORS

single door

To open the door, place the key in the lock's opening and turn it towards the hinges. Press the handle and then pull it as you open it in the direction you stand on, or push it when you open the door in the opposite direction. If you want to close the door, perform the steps described above in reverse order, bearing in mind that the double turn of the key locks the lock.



double door

Double door is an "extended" single door with an additional, "inactive" leaf. To open it, first open the active leaf in accordance with "single door" description and then unlock the bolts. To close the door, perform the steps described above in reverse order.



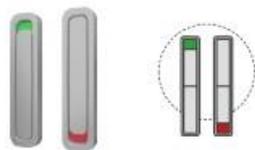
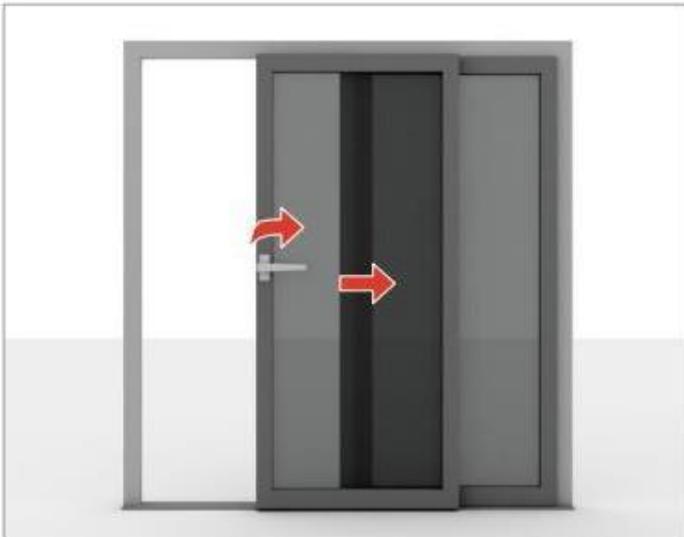
panic door

The door is opened by means of panic devices (levers, bars) by pressing them and pushing the door.



sliding door

Doors can be equipped with a fixed handle (unlocked by turning the cylinder) and an integrated handle, which can be unlocked by moving the internal mechanism of the handle (green marker: "handle open"; red marker: "handle closed").

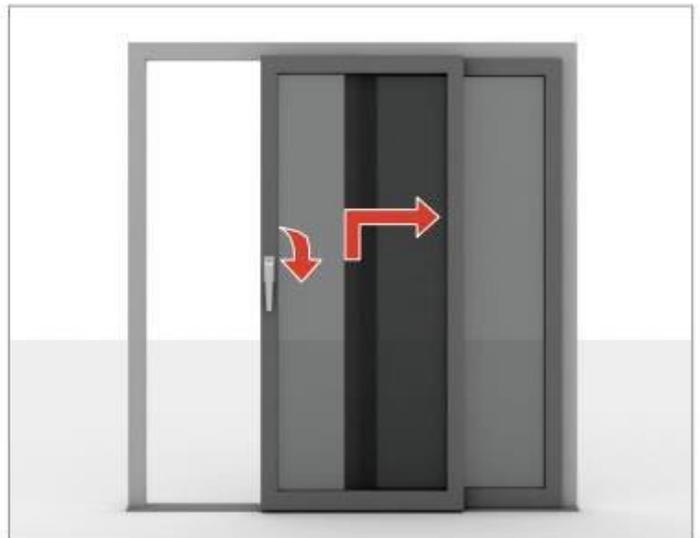


e) lift & slide door

The door opens by turning the handle by 180°, which causes the leaf to go up and be operated freely.

If the door is equipped with an additional insert, unlock it first and then turn the handle by 180°.

The door closes in reverse order.

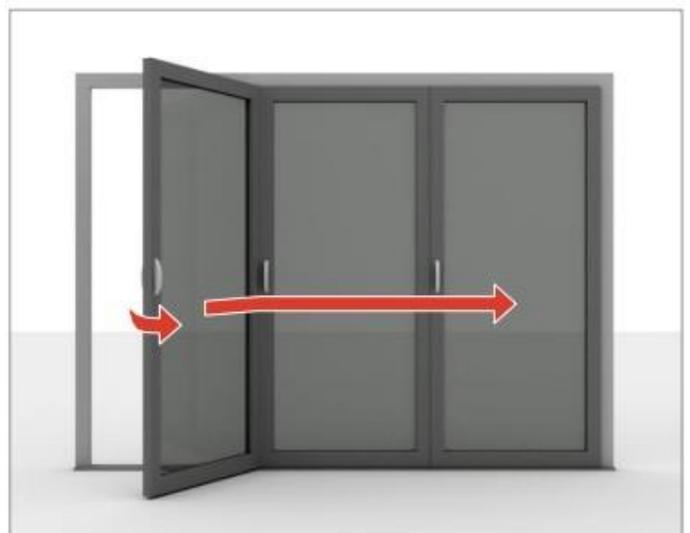


f) folding door

Doors can be fabricated in different configurations, marked with digits. The first digit indicates the total number of leaves in a set, the second digit—the number of leaves folded to the left (looking from the outside), and the third digit—the number of leaves folded to the right.

The remaining leaves of the construction open as follows: if the handle has an insert, it should first be unlocked with a key and then the handle should be turned by 90° (as shown in the drawing) in order to reach the horizontal position from the threshold. The next step is to pull the door handle inwards when the door opens inwards, or push it when the door opens outwards. This will cause the adjacent leaves to slip off together. The order of opening of individual leaves is shown in the drawing.

Close the door in the reverse order to that described above.



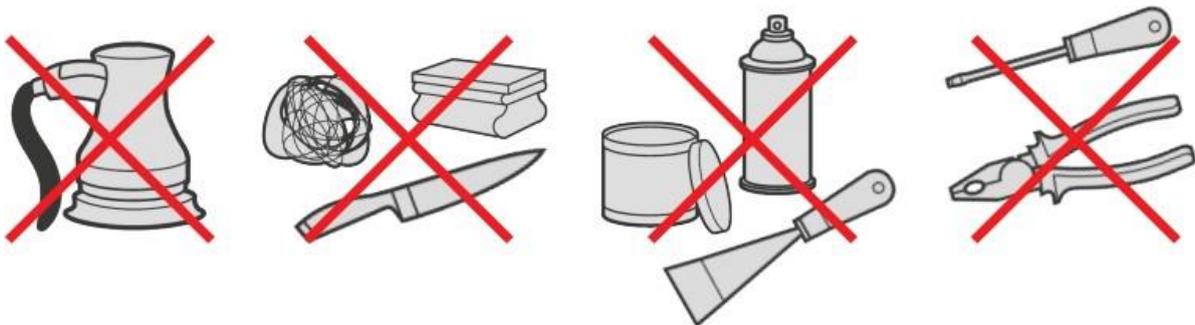
5. CLEANING AND MAINTENANCE

5.1. General information on cleaning and maintenance

Regular cleaning and maintenance of windows and doors is important to ensure their proper functioning and service life. The aluminium structure requires regular maintenance with nonaggressive cleaning agents such as lukewarm water with a non-aggressive detergent of neutral pH (6-8), without vinegar and ammonia.

Do not use the following materials to clean windows and doors:

- Hard materials such as knives, steel wool, metal scrapers, abrasive paper, etc.
- Aggressive or corrosive cleaning agents should be avoided as they may cause irreparable damage to window and door surfaces.



5.2. Cleaning and maintenance frequency

Regular monitoring of the functioning of components is very important and has a fundamental impact on the proper functioning. The time interval between these checks depends on installation conditions and the frequency of use of windows or doors.

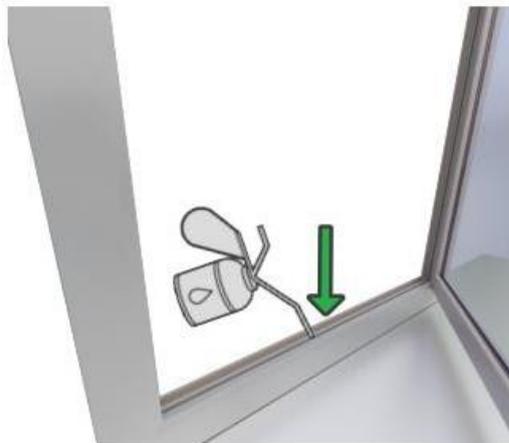
Windows and doors should be maintained regularly to extend their service life and ensure their functionality and quality. Maintenance frequency for profiles and metal components in non-corrosive atmospheres and provided that aluminium structures are exposed to rain: twice a year. In all other cases: at least four times a year.

If the structures are erected in an aggressive, corrosive environment or exposed to other risk factors (e.g., reduced precipitation), cleaning should be more frequent. The end customer is responsible for determining this frequency. Examples of aggressive environments for erected structures:

- in a highly industrialized zone, in particular areas with high emissions of chemicals, fluorides, gases, and ore materials
- coastal areas (< 10 km from the sea) or close to estuaries of large rivers (< 5 km)
- above the water table (exposure to condensation)
- polluted urban areas (with high concentrations of exhaust gas, gases)
- areas near transport interchanges (motorways, railways, airports)
- highly aggressive environment (e.g., swimming pools, laboratories, water treatment plants, animal pollution, etc.)

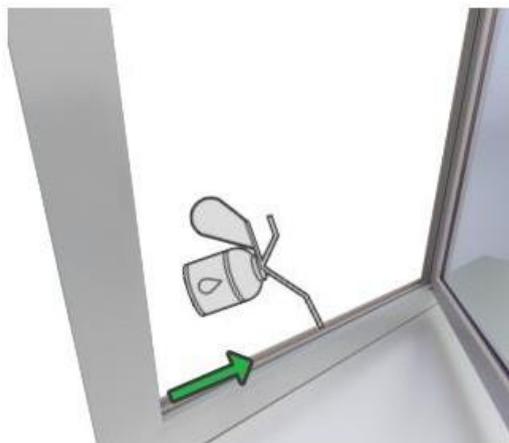
5.3. General cleaning and maintenance

MAINTENANCE OF WEEP CHAMBERS:



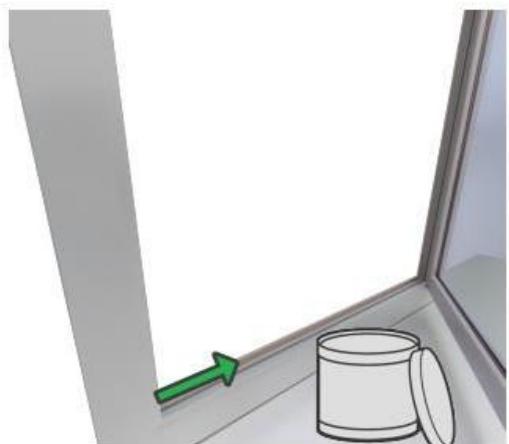
Clean the space between the frame and the opening component every 6 months. If necessary, clean weep holes of accumulated dirt.

MAINTENANCE OF BOTTOM FRAMES IN SLIDING AND LIFT-AND-SIDE COMPONENTS:



Dirt and sand can accumulate in the lower profile of the sliding/folding door. Clean the profile gutters monthly. If necessary, clean weep holes of accumulated dirt. Remove dust, dirt, grease and graphite from the rail with a cloth once a year.

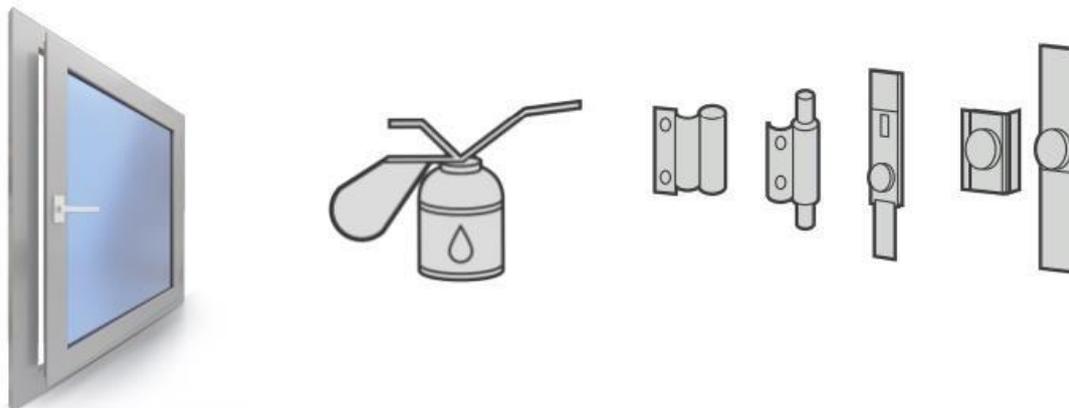
MAINTENANCE OF GASKETS:



Once a year, apply talc or liquid silicone lubricant (using a cloth) to gaskets (EPDM) to prevent cracking and deposits.

5.3.1. Window cleaning and maintenance

WINDOW:

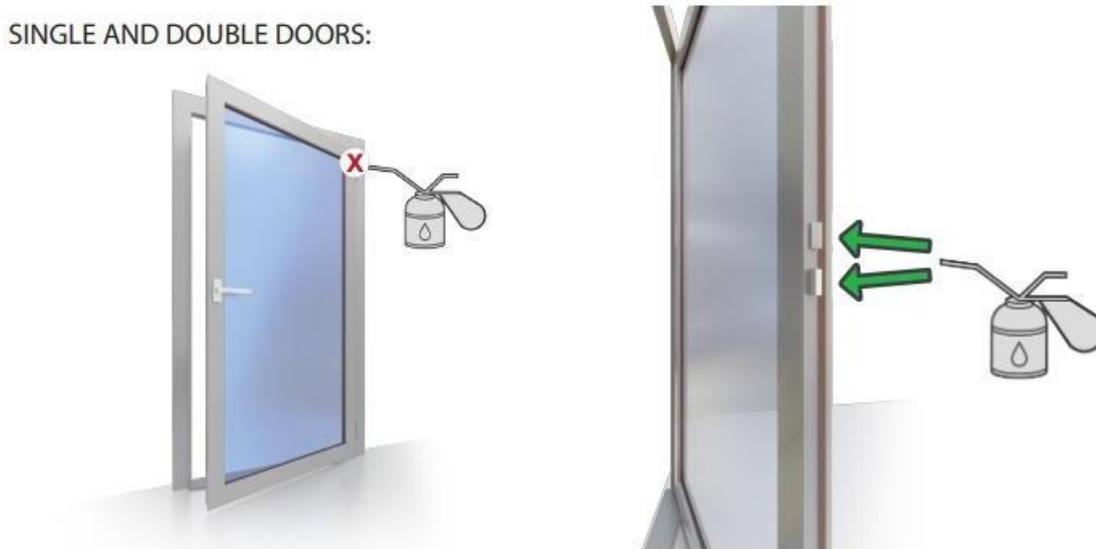


The following maintenance operations must be carried out regularly:

- Clean the mechanism and remove any dirt. Use a soft cloth and mild cleaning materials with neutral pH, after dilution.
- Check all components (and their mounting) that are important for safety (hinges, scissor mechanisms). In particular, the hinges must be checked for damage and/or deformation due to sudden impact.
- Lubricate moving parts and locking points according to the diagram (use neutral greases). If necessary, adjust the mechanism and replace worn parts to restore proper functioning of the window sash. This operation must be carried out by qualified service personnel.
- If necessary, carry out all operations related to the mechanism and replace worn components to restore proper functioning of the window sash. This operation must be carried out by qualified service personnel.

5.3.2. Door cleaning and maintenance

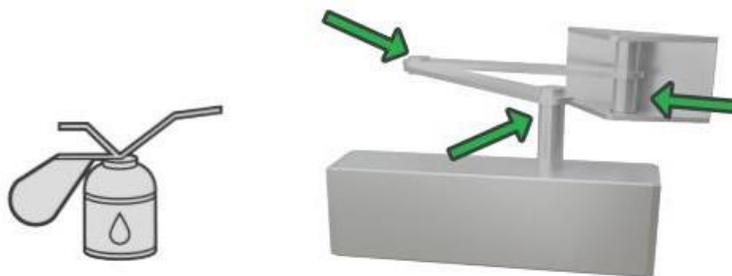
SINGLE AND DOUBLE DOORS:



Safety hardware must be checked at least once a year for wear and proper fit. Depending on the requirements, fixing screws must be tightened. Damaged or worn parts should be replaced with genuine parts by an authorized specialist.

All moving parts and locking parts must be lubricated and checked for proper functioning at regular intervals. The lock cylinder can be maintained using graphite powder.

DOOR CLOSERS:



The safety components of the door closers must be checked regularly to make sure that they are correctly installed. Fixing screws must be tightened and any damaged components must be replaced.

In addition, the following maintenance works must be carried out at least once a year (depending on the type of leaf door and its applications):

- All moving parts of the sliding arm must be lubricated.
- The door must be checked for smooth operation.
- Door closers and/or damaged parts must be replaced immediately if their proper functioning is no longer guaranteed.
- Closing settings (e.g., closing speed) must be checked.

Only cleaning agents containing no corrosive or harmful components should be used.

SLIDING DOORS:



All safety aspects of hardware, more specifically fastenings (locks, locking components, strikers and door handles) should be inspected regularly. All adjustments of hardware, especially strikers and trolleys, replacement of parts as well as assembly and disassembly of sashes should be carried out by a specialist.

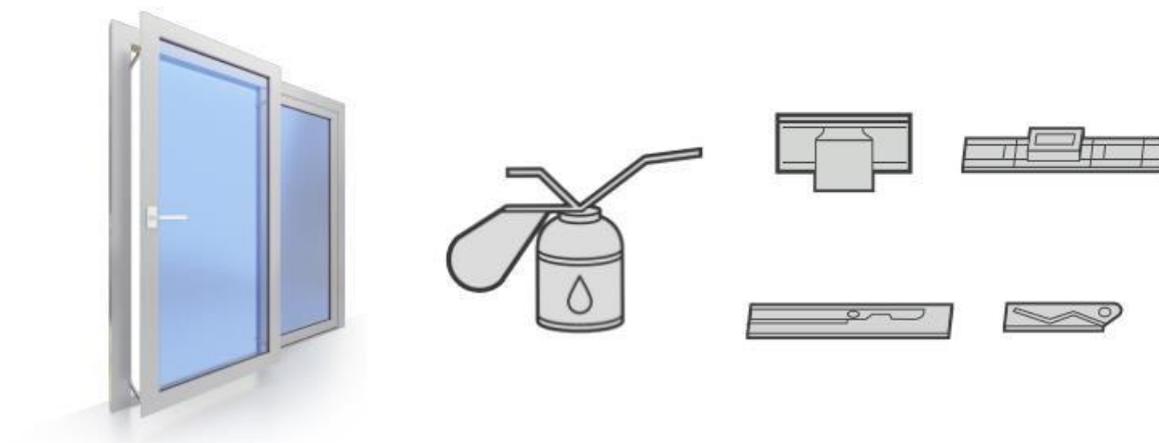
Follow these instructions:

- Check the operation of hardware components.
- The door must be checked for smooth operation.
- All dirt and soiling must be removed from the components as this may affect the smooth operation of the system.
- Clean the mechanism and remove traces of dirt. Use a soft cloth and mild cleaning materials with neutral pH.

LIFT-AND-SIDE DOORS:



TILT-AND-SIDE DOORS:



The operations indicated below must be carried out once a year.

- Clean the mechanism and remove any dirt. Use a soft cloth and mild cleaning materials with neutral pH, after dilution.
- After cleaning the surface of hardware, it should be protected with non-corrosive oil.

5.3.3. Cleaning and maintenance of accessories

Dust, grease, and graphite must be removed from the following areas once a year*.

- Window hardware
- Friction hinges
- Moving parts of handles
- Locks and cylinders, using graphite pipette and graphite powder
- Opening restrictor of sliding components

Clean accessories only with a soft cloth and mild cleaning agents with neutral pH.

* Frequency depends on the type of opening type and ambient conditions.

NOTE!

Do not use aggressive acidic cleaning materials or abrasive agents. This can cause damage to the hardware.

5.4. Maintenance and cleaning of powder-coated aluminium components

Cleaning after installation is a common cause of coating defects, and therefore the following rules should be observed:

- Use clean water for cleaning and add a small amount of neutral or slightly alkaline detergents. Cleaning may be more effective when using a delicate non-scratching fabric to wipe the surface.
- During cleaning, the coating temperature must not exceed 60 °C.
- The temperature of the cleaning mixture of water and detergents must not exceed 25 °C. Do not clean the coating with a steam jet.
- Strongly acidic or strongly alkaline detergents as well as surfactants capable of reacting with aluminium must not be used.
- Do not use abrasive cleaning agents or clean surfaces by friction. Delicate cotton fabrics intended for industrial cleaning may be used. Do not press the fabric too hard on the surface to be cleaned when wiping.
- Do not use organic solvents containing esters, ketones, alcohols, aromatic compounds, glycol esters, chlorinated hydrocarbons, etc.
- Do not use detergents of unknown origin.
- Detergents used for cleaning must not react with the cleaned surface for more than one hour. If necessary, the cleaning process can be repeated after 24 hours.
- After each cleaning, the surface must be rinsed immediately with cold water.

These recommendations shall not give rise to legal consequences and should be applied on a case-by-case basis. The manufacturer of windows and balcony doors must inform property owners and window users about this maintenance manual.