

Roof Hatch Installation Instructions, Operation & Maintenance

Overview:

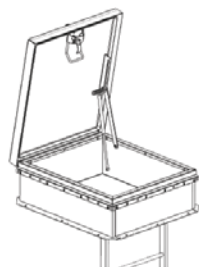
Roof Hatch products provide safe and convenient access to roof areas using interior ladders, alternating tread devices and stairs. Roof hatches are designed and built for years of safe, convenient access to roof top areas on commercial buildings. Roof hatch product applications include; Personnel, Translucent, Security and Equipment.

The following is a general instruction for installing, operating and maintaining roof hatch products. These are recommended general guidelines only. Locally accepted roofing and sealing practices and procedures should be followed to ensure the ultimate weather-ability of roof hatches installed into the various different types of roofing systems used.

Application Notes:

Roof hatches are intended for commercial building applications. Because condensation may occur as a natural result of humidity levels and temperature variations between indoor and outdoor temperatures, residential type applications are not recommended.

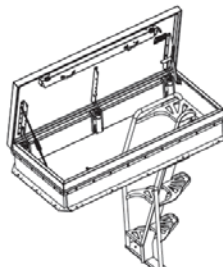
The exterior of the roof hatch will have a label with an arrow that says EXIT THIS SIDE. The arrow will point to the intended location of the top of the ladder, ship stair, alternating tread or service stair



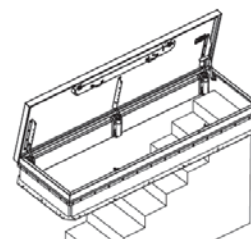
Ladder



Ship Stair



Alternating Tread



Service Stair



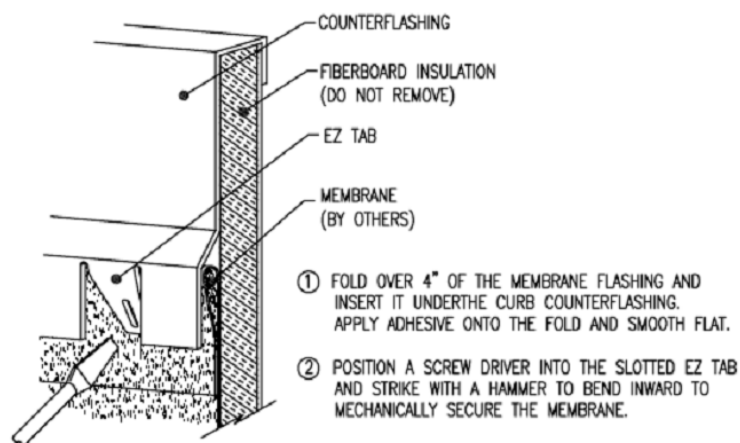
Installation:

Roof hatch products may be installed on a flat or sloping roof with up to a 7:12 pitch. When installed on a slope, the hinge side should run parallel with the slope.

1. Place the roof hatch over the existing opening in the roof. The roof rough opening dimensions are equal to hatch dimensions as measured from the inside curb to inside curb. For example a 36"x 30" fixed ladder access hatch, will have a roof rough opening of 36" x 30".
2. The roof hatch curb flange comes with two (2) types of mounting holes to accommodate multiple fastening methods practiced and accepted at a local level.
 - a. Mark the pre-drilled 5/8" diameter holes from the mounting flange through to the roof deck or a concrete curb. Drill roof deck or concrete curb for installation of anchors or other fasteners (provided by others). Bolt or otherwise fasten roof hatch curb flange to roof deck using 3/8" or 1/2" bolts w/ washers.
 - b. Mark the pre-drilled 3/16" diameter holes from the mounting flange through to the roof deck, typically into a built up wood fume curb. Fasten roof hatch curb flange to faming using roofing nailers and/or screws, recommended size #10.
3. Mark the pre-drilled 5/8" diameter holes from the mounting flange through to the roof deck or a concrete curb. Drill roof deck or concrete curb for installation of anchors or other fasteners, provided by others. Bolt or otherwise fasten roof hatch curb flange to roof deck using 3/8 or 1/2" bolts w/ washers.
4. Install roofing material up to and surrounding the roof curb, and under the counterflashing at the top of the curb. Use the EZ tab feature as described below to provide additional mechanical support to hold and secure roofing membrane. Lap and seal all joints in roofing material to provide a weather-tight seal.

EZ TAB

A QUICK FLASHING SYSTEM FOR MEMBRANE ROOFS



Operation

2 Pull Handle to Close

Open

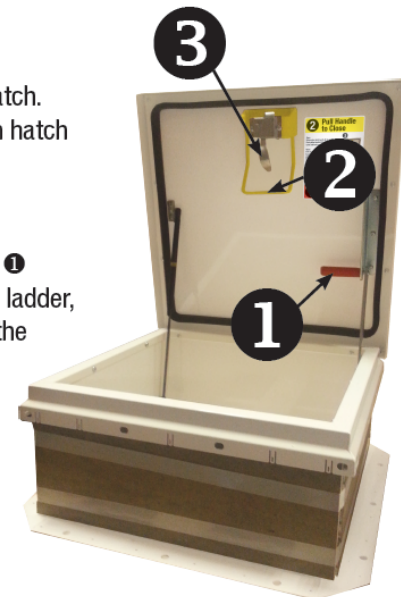
Rotate slam latch handle ③ to unlatch. Push yellow handle ② to fully open hatch cover until hold open arm locks.

Close

Pull red grip hold open arm handle ① forward to disengage. Descend the ladder, grab the yellow handle ② to slam the hatch closed. Lock using padlock hasp if required.

Fall Protection

Add a Ladder Extension Post and Safety Railing for an OSHA compliant solution.



For complete Installation, Operation and Maintenance please visit manufacturer's website.



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1 Pull to Release Hold Open Arm

Maintenance:

- Roof hatches should be manually operated once a year to check performance.
- Lubricate moving parts such as hinges and latches with a silicone spray lube as required to maintain a smooth opening and closing of the door. Do not use regular lubricating oil as it can attract dust and grit.
- Non-moving parts can be cleaned with a mild soap or dishwashing detergent and water solution.
- Gaskets can be cleaned with a clean, damp, lint-free cloth. Do not apply mineral oils, vinyl dressings, or other lubricants to the gasket as they can cause the gasket to break down over time.
- Please contact manufacturer for technical support questions and/or replacement parts such as turn handles, latches, padlock hasp provisions, external hinges, gas spring(s) and a locking hold open arm.