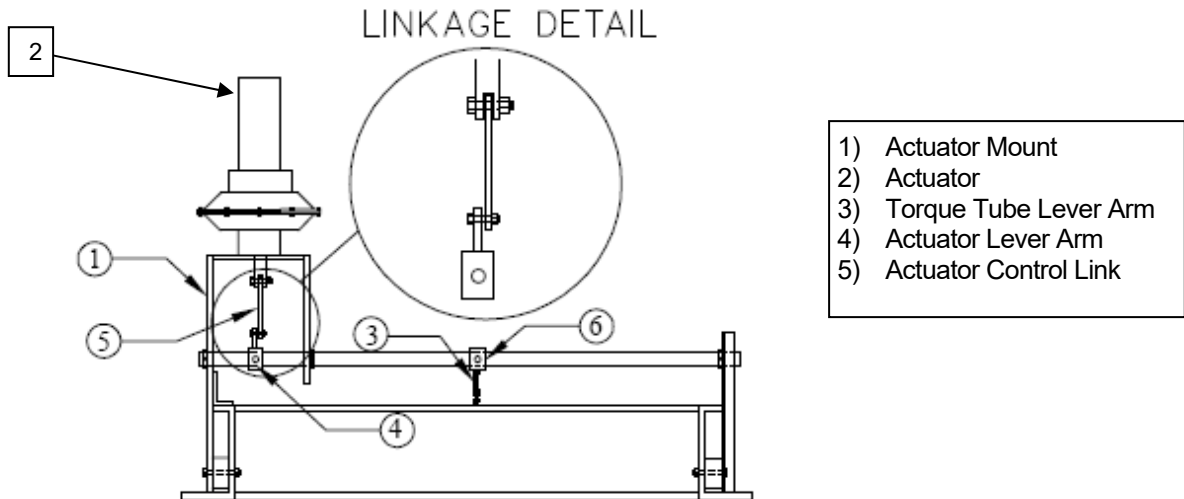


## Conversion of 500 Series Automatic Louvers To Manual Operation via Side Drop Grade Level Operator

Conversion of auto operation louvers to manually operated consists of removing the existing hardware / pieces used for auto operation and installing the parts necessary to convert the louver to manual operation via grade level operator.

### REMOVAL OF EXISTING HARDWARE:

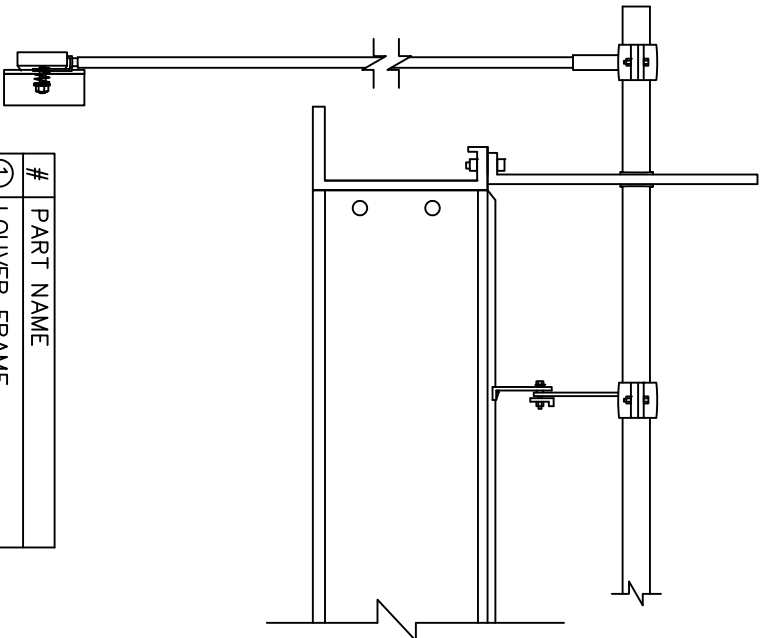
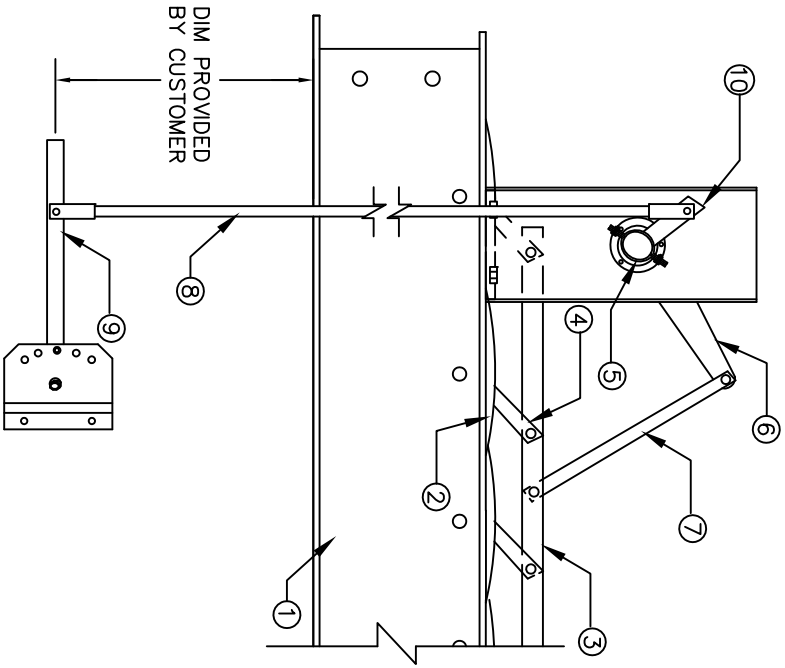
1. Unbolt, remove and discard the existing actuator and related pneumatic piping, electrical connections and related equipment.
2. Do not remove the actuator mount.
3. Remove and discard the lever arm and connecting link that connected the actuator clevis to the louver torque tube.



### INSTALLATION OF MANUAL GRADE LEVEL OPERATOR PARTS:

1. Identify the following parts and pieces
  - a. Torque tube extension w/assembly hardware (1 / louver)
  - b. Grade level operator handle w/index plate (1 / louver)
  - c. Grade level operator drop rod (1 / louver)
  - d. Assembly Hardware

2. Install torque tube extension
  - a. Insert the torque tube extension into the end of the existing torque tube as far as it will go.
  - b. Using a .25" diameter drill bit, drill a hole through the torque tube extension insert and completely through the other side of the torque tube. It is important to use a .25" drill bit to ensure the fit between bolt and bolt hole is very snug. Insert the supplied .25" x 2" long cap screw and tighten firmly.
3. Attach the grade level operator lever arm to the just installed torque tube extension
4. Attach the drop rod to the torque tube lever arm.
5. Attach the operator handle to the drop rod.
6. Manually position the louver blades to the fully closed position.
7. Manually set the operator handle on the index plate to the slot that would correspond to the setting of the louver blades at fully closed.
8. Using the drop rod a guide to establish the correct height, determine a suitably sturdy surface (such as the column leg) and attach the operator handle mounting bracket.
9. Recheck all connections and cycle the louver for a final check of operation.



#	PART NAME
①	LOUVER FRAME
②	6½" LOUVER BLADE
③	ACTUATOR ROD
④	BLADE HORN
⑤	TORQUE TUBE, 1" SCH 40
⑥	CONTROL ARM
⑦	CONTROL LINK
⑧	DROP ROD
⑨	GLO MANUAL HANDLE ASSY
⑩	GLO CONNECTING ARM

**AIRTECH PRODUCTS, INC.**

Dwg. Name:  
500 Series Side Drop Manual Operator

Date:

By:  
STEWART

Customer:

File #: