

Easypack®  
**Spiral**®

**Model No. 122**  
**Operating Manual 12-OM040-2**





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## Safety Information



**It is important that this machine is installed, maintained and used correctly to avoid the risk of injury.**

- Use the Machine only for the purposes described in the Instruction Manual.
- This Machine is to be used only by trained personnel.
- The Machine is to be serviced or repaired only by suitably trained or qualified personnel.

## Description and Purpose of Machine

The Easypack Spiral Dispenser allows continuous tubes of packaging paper to be generated that can be easily formed and shaped to offer cushion protection as well as cost-effective void-fill.

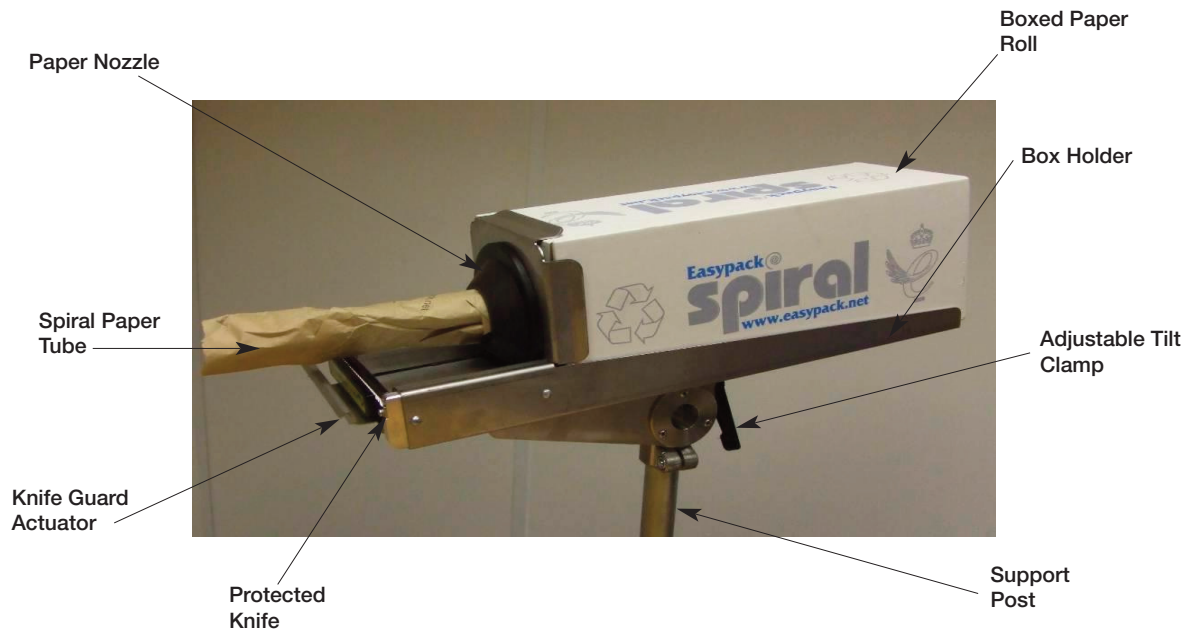
The Spiral tube is pulled manually from the boxed paper roll by the user and cut to any length by the inclusive and fully protected tear-off knife.

The Dispenser is of rugged design and construction and its stainless steel finish is quickly wiped over for cleaning purposes.

The Dispenser is designed with ease of installation and use in mind, to EC safety standards, and requires no external connections or services.

The fully-adjustable machine can be clamped to any suitable bench, adjacent to the packing operation, but takes up minimal space on the bench itself.

# Easypack® Spiral®



## Installation



The Machine must only be installed and operated in an area that is suitable for its use.

<b>Temperature</b>	Min 0°C, Max 40°C
<b>Humidity</b>	85% RH or less
<b>Vibration</b>	Do not install the Machine in an area where it is likely to be subject to constant vibration.
<b>Shock</b>	Do not drop the Machine or expose it to sudden shock.
<b>Atmospheric Pollution</b>	Do not install or use the Machine in an area that is subject to water hazards, condensation or excessive dust or other atmospheric contaminants.

### Unpacking Instructions

Remove the Dispenser from its transit packing and position the clamp on the edge of a strong bench.

Tighten the two clamping screws to fix the clamp firmly to the bench.

Remove the 6mm Hexagonal Wrench supplied with the machine and keep in a safe place.



### Safety Installation

Ensure that the bench is of sufficient rigidity to cope with the strain that pulling paper and cutting will create. Ensure that the machine is not installed in a position where personnel could injure themselves on any protruding parts of the machine.

## Installation continued



- Withdraw a length of paper from the centre of the paper roll through the box aperture.



- Insert the box of paper into the box holder from the rear of the machine, passing the paper tube through the nozzle.
- Ensure that the box is seated flat in the holder, and locked in place by the two ears at the back of the machine.



- The height of the machine can be adjusted by releasing the lower clamp (using the Hexagonal Wrench supplied), and then sliding the pole and machine up or down to the required height.
- Lock the clamp fully before using the machine.



- The machine can be rotated to the required angle by similarly releasing the upper clamp and rotating the machine.
- Lock the clamp fully before using the machine.



- The dispensing angle can be adjusted by releasing the clamp handle (whilst supporting the box holder), and raising or lowering the machine to the desired angle.
- Lock the handle fully before using the machine.

## Instructions for Use



- Pull a length of paper out of the machine to the required length, and cut with a sharp downwards motion across the protected knife.
- The knife guard will be lowered by the action of the paper against the actuator.



**NOTE:** The knife is intrinsically safe, being automatically guarded when not in use. The knife will become exposed only when under pressure from the paper being cut creating downwards pressure on the actuator.

**Never use the hands to operate the actuator.  
Keep hands clear of the actuator and knife when operating.**



- The paper will be cut cleanly by the knife, which will return to its protected state once the paper is cut.
- A new length of paper will be left in front of the nozzle, ready to be safely pulled past the knife and cut.



- The knife is suitable for left- or right-handed operators.



## Specifications

Dimensions (L x W x H)	546 x 171 x 262 (Excluding Pole & Clamp)
Weight (without paper)	5.82 kg
Length of converted paper	180 m
Volume of converted paper	0.8 m <sup>3</sup>
Weight of box of paper	3.65 kg
Inclination Angles	+20°, -36°
Rotation Angle	360°
Nozzle Height above bench	155 - 575mm (Nozzle horizontal)



## Troubleshooting

<b>SYMPTOM</b>	<b>CAUSE</b>	<b>REMEDY</b>
Box will not fit box holder	Box damaged or open	Close box or replace
Paper difficult to pull out of box	Roll ends damaged	Remove roll from box and discard damaged portion
Paper not cutting cleanly	Blunt knife blade	Replace blade
Actuator stiff to operate	Mechanism jammed	Remove knife assembly and clean out mechanism.
Knife Guard not returning	Mechanism jammed	Remove knife assembly and clean out mechanism.
Dispenser moves when cutting paper	Clamps loose	Tighten clamps.
	Bench moves	Bench not sufficiently rigid Re-site Dispenser.

In the case of a more serious fault, please telephone the Easypack Service Department on **0845 838 0168**.



**EC MACHINERY DIRECTIVE  
98/37/EC**

# DECLARATION OF CONFORMITY

We hereby declare that the machinery described below complies with all the relevant provisions of the EC Machinery Directive, and the National Laws and Regulations adopting this Directive.

**Manufacturer:** Easypack Ltd

**Address:** Unit 1, The io Centre,  
Arlington Business Park  
Stevenage  
Herts  
SG1 2BD  
England

**Description of Product:** Spiral Dispenser

**Model No. & Serial No.** 122 .....

**Directives complied with:**

*Machinery Directive 98/37/EC*

**Harmonised European Standards applied:**

*BS EN 292-1:2003 Safety of Machinery  
Basic Terminology and Methodology*

*BS EN 292-2:2003 Safety of Machinery  
Technical Principles*

**Signed** 

**Date** 30th March 2007

**Name** M. Kempster

**Position** M.D.

Being the person responsible appointed by the manufacturer

March 2007