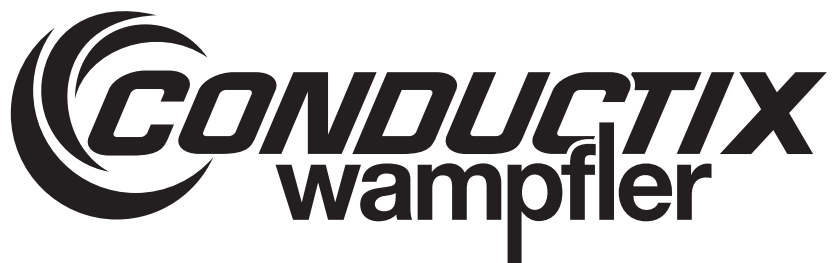
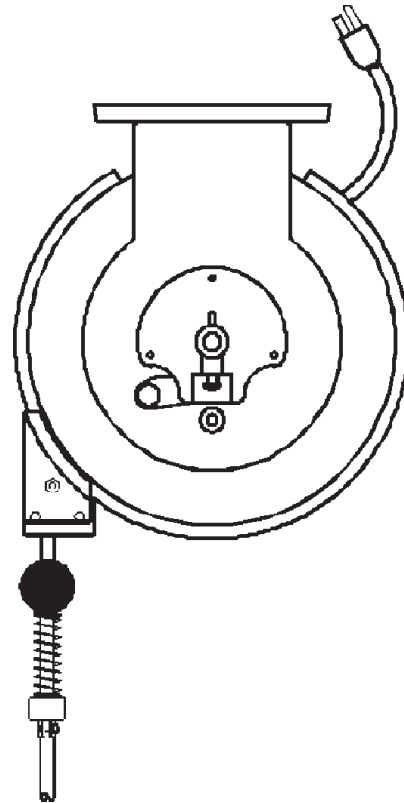


# Cord Reels Manual

## Series MS, ES, & EL



# Conductix Incorporated

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# INDEX

- 1.0 Safety Warnings
- 2.0 Installation
- 3.0 Operation
- 4.0 Maintenance
- 5.0 Replacement Parts

## RECORD

The catalog number of the reel and the serial number of the reel are required when ordering replacement parts or discussing the reel with the factory. Please record this information now in the spaces provided below.

CATALOG NO. OF REEL \_\_\_\_\_

SERIAL NO. \_\_\_\_\_

DATE INSTALLED \_\_\_\_\_

# 1.0 Safety

## 1.1 Grounding

- 1.1.1 This equipment should be grounded in accordance with National Electric Codes and local codes and ordinances.
- 1.1.2 All models have the green grounding wire grounded to the frame of the reel.
- 1.1.3 Always disconnect the reel from electrical power before servicing it.
- 1.1.4 Do not use this cord reel with electrical loads greater than the rated current and voltage shown on the label.

## 1.2 Installation

- 1.2.1 A safety cable should be attached to all ceiling or wall mounted reels to prevent the reel from falling should mounting bolt failure occur.

## 1.3 Operation

- 1.3.1 Do not engage the ratchet abruptly. Abrupt engagement induces excessive shock loads in the ratchet pawl.
- 1.3.2 Do not allow cord to retract without restraining the retraction speed. Walk the cord back to the reel.
- 1.3.3 Do not exceed the unwind capacity. A minimum of 2 wraps of cord should remain on the drum at all times to prevent direct pull against the drum clamp and lead terminals.
- 1.3.4 If the ratchet locks up due to over-extension, relieve the cable of all tension, grasp the spool and rotate it in the direction of payout an additional 1/4 turn (until you hear the next click). This will release the ratchet.
- 1.3.5 Reposition the cable guide 3" in either direction to prevent the reoccurrence of lock-up.

## 1.4 Maintenance

- 1.4.1 All springs and bearings are lubricated for life at the factory. No additional lubrication is required.
- 1.4.2 Be sure all spring tension has been released before starting any disassembly procedure

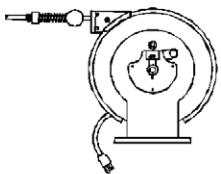
# 2.0 Installation

## 2.1 Mounting

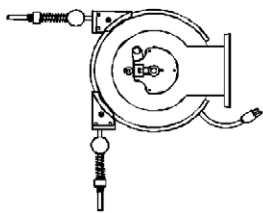
- 2.1.1 Reel must be mounted in a position which allows the main shaft to be horizontal. Reel should be mounted with the centerline of the drum in line with the cord run.

## 2.2 Cord Guide

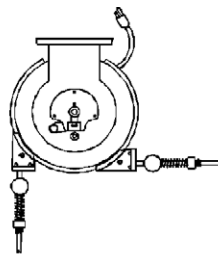
- 2.2.1 The cord guide can be set in multiple positions along a 300 degree arc around the cord drum. The guide must be placed so the cord pays off the reel in a straight line without bends.



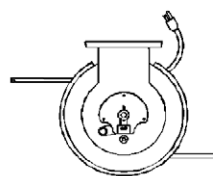
Floor or Bench Mount



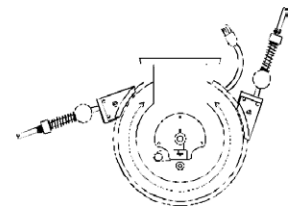
Wall Mount



Ceiling Mount



Two Way Payout  
Guide Removed



3000 Range

## 3.0 Operation

### 3.1 Spring Tension

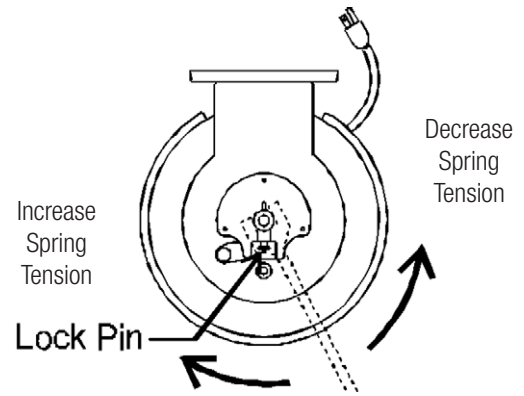
3.1.1 Increase tension: affix wrench to main shaft, disengage lock pin, and turn shaft clockwise.

**Warning: Keep a SECURE hold on the wrench.**

3.1.2 Decrease tension: affix wrench to main shaft, disengage lock pin, and turn shaft counterclockwise.

**Warning: Keep a SECURE hold on the wrench.**

3.1.3 After making adjustment, pull cord out to confirm enough spring revolutions remain for operation. Failure to perform this test may cause spring damage.

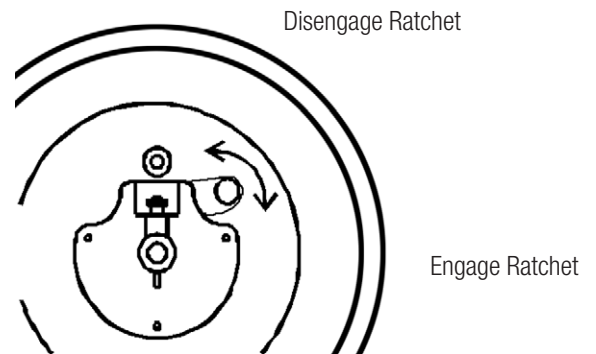


### 3.2 Ratchet

3.2.1 The ratchet lockout knob enables or disables the ratchet mechanism.

3.2.2 A counterclockwise turn of the ratchet lock-out knob will lock out the ratchet and provide constant tension on the cord.

3.2.3 A clockwise turn of the ratchet lock-out knob will engage the ratchet mechanism every one-half turn of the spool.



## 4.0 Maintenance

**Note:** Numbers in parenthesis, ie: (34432), refer to Replacement Part Kit Numbers.

### 4.1 Electrical Service Procedures

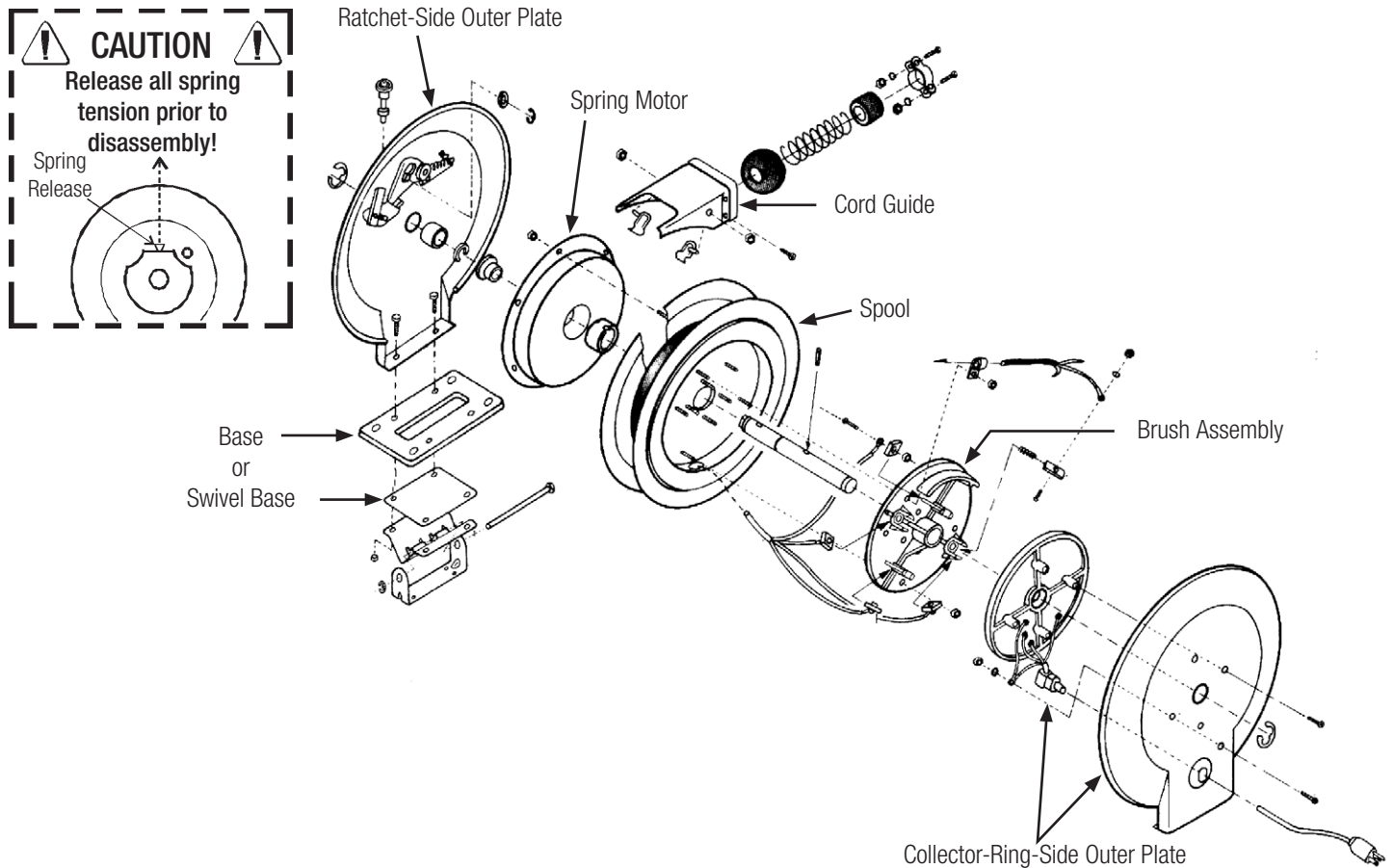
4.1.1 Remove the Cord Guide (34432) and snap ring on the Collector-Ring-Side Outer Plate (feeder cord side) (34401, 34402).

4.1.2 Remove the Collector-Ring Outer Plate by removing the hex bolts and lock nuts on the Base (34400).

4.1.3 Disconnect the cord from the brushes by removing the screws, nuts, and washers.

4.1.4 If brushes are being replaced, substitute the new brushes, install the new Brush Assembly (34403), check the brushes for proper seating, and reassemble the reel.

4.1.5 If only the cord is being replaced, loosen the cord clamp, substitute the old with a new identical replacement cord, reconnect to the brushes, then reassemble reel.



### 4.2 Mechanical Service Procedures

4.2.1 Affix a wrench to the shaft and pull the tension adjustment lock pin to release tension from the spring.

**Warning:** Keep a **SECURE** hold on the wrench.

4.2.2 Remove the Cord Guide (34432) and snap ring on the Ratchet-Side Outer Plate (34430, 34431).

4.2.3 Remove the hex bolts and nuts which hold the Ratchet-Side Outer Plate to the Base.

4.2.4 Pull the Outer Plate and spacer off the shaft.

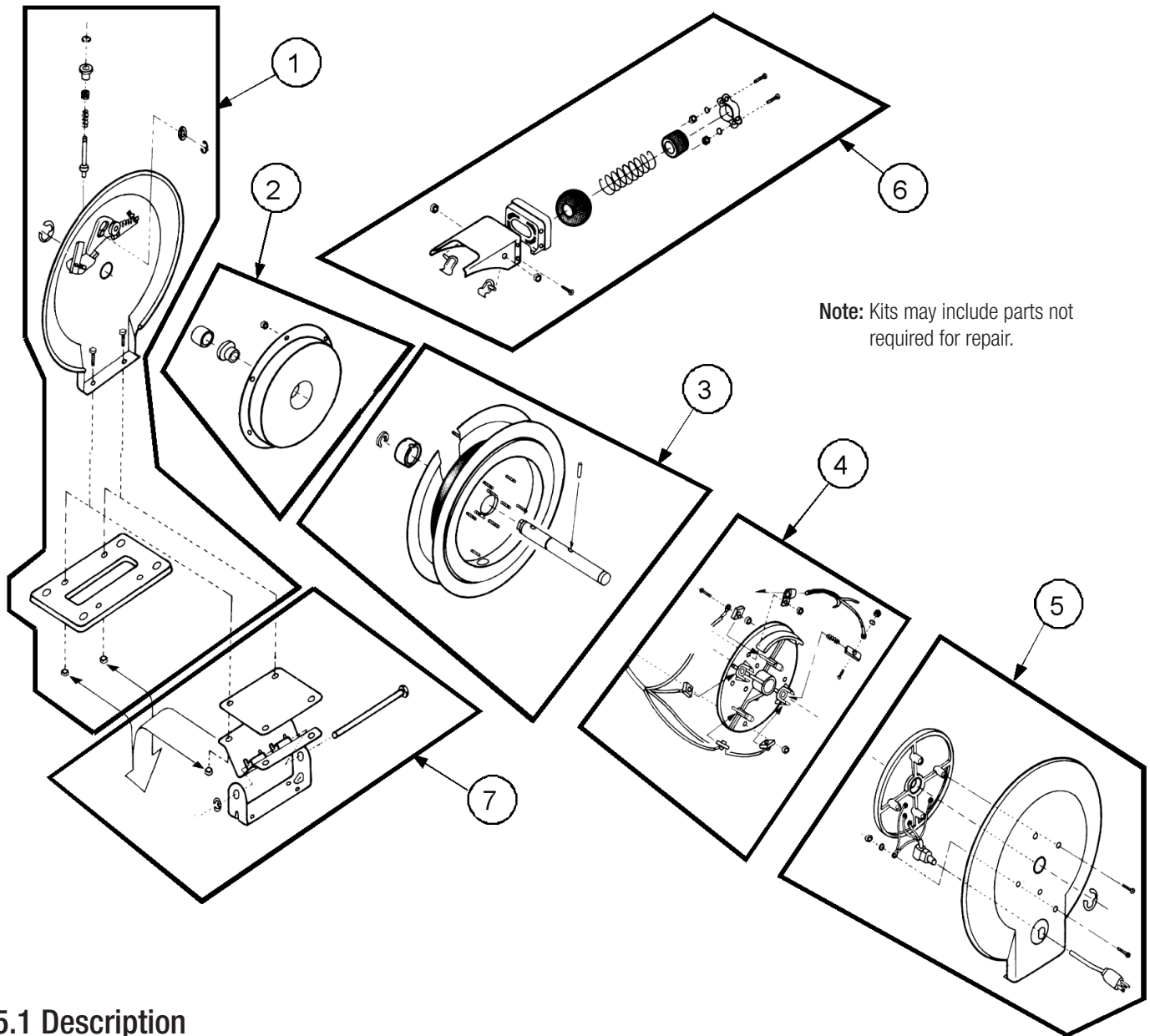
4.2.5 Remove the spool retainer snap ring.

4.2.6 Loosen and remove the hex nuts which hold the Spring Motor (34406) to the spool.

4.2.7 Remove the Spring Motor and replace it with a new one.

4.2.8 Replace the hex nuts and reassemble the reel.

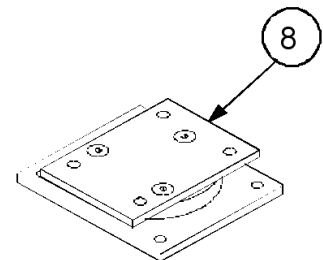
## 5.0 Replacement Parts



Note: Kits may include parts not required for repair.

### 5.1 Description

Item No.	Kit Description	Part Number		
		EL	ES	MS
1	Ratchet Side Assembly	34430	34431	34431
2	Spring Assembly	34406	34406	34406
3	Spool Assembly	34405	34404	34404
4	Brush Assembly	34403	34403	34403
5	Ring Side Assembly	34402	34401	34401
6	Cord Guide Assembly	34432	34432	34432
7	Swivel Base Assembly	34400	34400	34400
8	Pivot Base Assembly	PVB-E	PVB-E	N/A



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