

Translation of the original Installation Instruction

English

Electric lifting column ELS3 square, with accessories



Read installation instructions carefully before initial use!
Follow the safety instructions!

This partly completed machinery is only intended to be incorporated into other machinery or other partly completed machinery or equipment or joined with them to form with them a complete machine according to the Machinery Directive. Only when a conformity assessment procedure has been carried out in accordance with the Machinery Directive for the whole machine, it may be put into operation.

No revision service applies to this documentation! Get the current installation instructions at www.suspa.com/uk/suspa-service0/downloads/user-manuals/

July 2014

These installation instructions correspond to the "Guideline 2006/42/EC of the European Parliament and the Council for Adjustment of Legal and Administrative Regulations of Member States for Machinery" (Machinery Directive), Appendix VI.

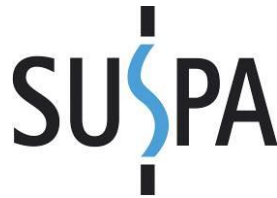
These installation instructions are addressed to the plant manager who must pass them on to the personnel responsible for the installation into a complete machine, connection, use, and maintenance.

He must ensure that the installation instructions and the information contained in the accompanying documents have been read and understood.

These installation instructions must be kept in a well-known and easily accessible location and read in case of any doubt.

SUSPA GmbH is not liable for damage to people, animals, or objects or to the partly completed machine itself arising from the improper/unauthorized use or through disregard or insufficient consideration of the safety criteria contained in these installation instructions or through alteration of the partly completed or use of unsuitable spare parts.

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SUSPA GmbH
Mühlweg 33
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Status: July 2014

Archiving


- Always keep the installation instructions ready at hand.
- It is important to read the installation instructions before installation.

Symbols and signal words



The following symbols and signal words are used in this documentation. The combination of a pictogram and a signal word classifies the respective safety information. The symbol can vary depending on the type of danger.

Symbol	Explanation
DANGER 	When this signal word is used, death or severe physical injuries may result if the corresponding precautionary measures are not taken.
WARNING 	When this signal word is used, personal injury or damage to property may result if the corresponding precautionary measures are not taken. It can also constitute an injury, accident or health risk.
CAUTION 	When this signal word is used, minor physical injuries may result if the corresponding precautionary measures are not taken.
CAUTION	When this signal word is used, functional errors may result. This signal word is only used if no damage to health can occur. The signal word is without a symbol, since the degree of danger is slight.
IMPORTANT	When this signal word is used, it refers to simplification of operations or cross references. This signal word is only used if no damage to health can occur. The signal word is without a symbol, since the degree of danger is slight.

Other symbols and tags





Symbol	Use	Explanation
→	Handling instructions	Provides instructions for a specific action.
	Note	Important information for understanding the device or for optimized operations.

Structure of warnings

<p>DANGER</p> 	<p>The first line describes the type and source of the danger</p> <p>The second line describes the consequences if no measures are adopted to safeguard against the danger.</p> <p>The last line describes measures to avoid the danger.</p>
<p>WARNING</p> 	<p>Risk of injury by failure to observe safety symbols</p> <p>Ignoring or not following the warnings provided on the machine and given in the installation instructions may lead to injuries and other dangers.</p> <p>Pay attention to and follow the warnings on the machine and in the installation instructions.</p>

The special safety symbols or icons are used at appropriate places within the text in these installation instructions:

Warning signs

Symbol	Explanation	Symbol	Explanation
	Warning - Danger zone		Warning - Hazardous electrical voltage
	Warning - Risk of hand injuries		Warning - Trip hazard

Mandatory signs



Symbol	Explanation	Symbol	Explanation
	Observe information provided		Observe additional information

TABLE OF CONTENTS

1.	Identification	7
1.1	Designated use	7
1.2	Improper use	7
2.	General Instructions.....	8
2.1	Warranty and Liability	8
2.2	Target audience of the installation instructions	8
2.3	Objectives of the installation instructions	8
3.	General safety instructions	9
3.1	Scope	9
3.2	Dangers	9
3.2.1	Dangers posed by electrical energy	9
3.2.2	Dangers from mechanical energy	10
3.2.3	Residual risks	11
3.3	Additional information	12
4.	Installation	12
4.1	Scope of supply	13
4.2	Dimensions and technical data for installation	15
4.2.1	Dimensions of lifting column ELS3 BTU	15
4.2.2	Dimensions of lifting column ELS3 BTD	16
4.2.3	Dimensions SUSPA COMPACT controller	17
4.2.4	Dimensions SUSPA SMART controller	17
4.3	Operating conditions	18
4.4	Assembling the lifting column and the electric components	18
4.4.1	Assembling the lifting column	18
4.4.2	Fastening the controller to the table top	19
4.4.3	Fastening the manual switch to the table top	19
4.4.4	Connections with the controller	20
5.	Commissioning / operation	23
5.1	Commissioning	23
5.2	Operating	23
5.2.1	HSM-OD-2-LD up-down manual switch	23
5.2.2	Reset	23

6. Decommissioning	24
6.1 Switch off adjustment function	24
6.2 Storing the lifting column	24
6.3 Disposal	24
7. Spare Parts	24
EC Declaration of Incorporation	25

Identification

Electric lifting column ELS3, square

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1.1 Designated use

The electric lifting column ELS3 is used for the height adjustment of sit-and-stand workstations in the office. The lifting columns are designed for load that applies pressure.

Any other use of the electric lifting column or use beyond its intended purpose is considered non-intended and thus improper. In this case, the safety may get impaired or compromised. SUSPA GmbH assumes no liability for damage resulting from such improper use.

Intended use also includes:

- following all instructions in the installation instructions
- following all safety instructions

1.2 Improper use

- using the lifting column contrary to its intended use
- using the lifting column outside or in damp rooms
- loading the lifting column with a load greater than 50 kg
- uneven load distribution on the table top
- using the lifting column for pulling on or from objects
- operating the lifting column outside of the physical application limits detailed in the "Commissioning / operation" chapter
- operating the lifting column contrary to the specifications provided in the installation instructions regarding safety information, installation, operation, and malfunctions
- operating the lifting column when it has apparent faults
- carrying out repair, cleaning and maintenance work without first disconnecting the lifting column from the electric circuit

CAUTION



Risk of injury or damage caused by improper use or modifications

Danger exists due to unauthorized modifications to or unauthorized use of the lifting column.

Only use original spare parts from the manufacturer. Do not misuse and do not modify!

2. General Instructions

2.1 Warranty and Liability

In principle the “General Terms of Sale and Delivery” of SUSPA GmbH apply. These can be accessed online at www.suspa.com under Downloads/“General Terms and Conditions”.

Liability and warranty claims in the case of damage to persons or objects are excluded if they can be attributed to one or more of the following causes:

- inappropriate use of the lifting column
- incorrect installation and commissioning of the lifting column
- disregarding the information in the installation instructions
- unauthorized modifications to the lifting column
- inadequate maintenance and repair work
- disasters caused by foreign objects or force majeure

2.2 Target audience of the installation instructions

The installation instructions are intended for the operator of the adjustable system.

2.3 Objectives of the installation instructions

These installation instructions serve as support and contain all necessary instructions that must be observed and followed for general safety, transport, installation, and use.

These installation instructions with all the safety information must

- be followed, read and understood by all persons who install or repair the lifting column; this is especially true of the safety instructions
- be accessible to every one of the above-mentioned target groups
- be consulted even if the slightest doubt arises (safety)

Objectives:

- avoid accidents
- increase the service life and reliability of the lifting column

3. General safety instructions

3.1 Scope

DANGER



Danger to life, risk of physical injury or damage to property

There are dangers associated with disregarding or ignoring the operating instructions and the safety information contained therein.

Read the operating instructions carefully before operating the ELS3 lifting column for the first time.

Observe and follow the general safety instructions.

Follow the special safety instructions in the chapter "Design and installation"!

The ELS3 lifting column has been constructed according to state-of-the-art technology and recognized safety regulations. In order to prevent danger to life and limb of the user, third parties, or to the lifting column, use the lifting column only for its intended purpose and in perfect condition with regard to safety.

Bodily injuries and/or property damages resulting from non-compliance with the instructions provided in the installation instructions are the responsibility of the company operating the lifting column. Rectify any faults that may impair the safety of operation. Observe and follow all safety instructions and hazard warnings. Keep all safety and hazard warnings in proper legible condition at all times.

This device can be used by children from 8 years, and persons with reduced physical, sensory or mental capabilities or lack of experience and knowledge when they have been given supervision or instruction concerning the safe use of the device and understand the resulting risks. Children may not play with the unit. The unit may not be cleaned and serviced by children.

If there are any problems with the lifting column, immediately disconnect the controller from the power supply and contact your dealer!

3.2 Dangers

3.2.1 Dangers posed by electrical energy

DANGER



Danger by improperly connected power cable

An improperly connected power cable can cause a fire or an electric shock.

Operate the controller only at the mains voltage indicated on the nameplate! Do not use a power source with high voltage or DC voltage! Carefully check the power source!

Make sure that the mains cable is always connected correctly!

DANGER



Danger by electric current

You can get an electric shock when pulling on the mains cable.

Hold the plug firmly when unplugging the cable!

DANGER

Danger due to moisture and water



Moisture and water in the vicinity of the controller or the mains cable may cause an electric shock or a malfunction.

Do not touch or grip the mains plug with wet hands!

Do not allow moisture and water to reach the controller or power cables!

DANGER

Mortal danger through cable breakage or damage to the cable



In case of cable breakage or damage to the cable, there are dangers to life and limb or property damage caused by electric shock!

Never operate the lifting column with a damaged mains cable! Only use the supplied mains cable!

Do not pull the cable across sharp edges!

Do not kink the cable! Do not place heavy objects on the cable!

Do not pull on the cable! Pull the mains plug to disconnect the lifting column from the power supply!

Immediately disconnect the controller from the power supply at any sign of cable breakage. Please contact your specialist dealer!

DANGER

Mortal danger when making modifications



There is a danger of electric shock when touching live parts inside the units.

Do not open the unit under any circumstances!

Only qualified personnel, such as your specialist dealer, may repair the unit!

3.2.2

Dangers from mechanical energy

WARNING

Danger of crushing, injury or damage



The movements of the lifting column can cause injury. If there are people or objects within the effective operating range of the lifting column, there is a danger of crushing or of damage to objects.

The legs of the lifting column are not fitted with pinch or crushing protection!

Do not reach into the effective range of the lifting column during operation.

Make sure that there are no people, living beings or objects in the entire travel path of the lifting column!

3.2.3 Residual risks

Despite all the precautions that have been taken, there may be unapparent residual risks. You can mitigate residual risks by observing and following the safety instructions and the intended use carefully and attentively, as well as avoiding improper use.

DANGER **Danger of death caused by dangerous voltage**



Residual electrical energy remains in lines, controller, and motor after the lifting column is shut down.
To install and repair the lifting column, it must be disconnected from the mains.
Regularly check the electrical cabling of the lifting column. Replace damaged cables.

WARNING **Danger of stumbling**



Excess cables and wires as well as edges can cause a risk of stumbling.
Avoid excess cabling laying around! If necessary, use cable holders/binders.

WARNING **Risk of injury caused by improper or unauthorized modifications**



There are risks posed by making unauthorized modifications to the lifting column and using spare parts manufactured by third parties.
Use only original spare and wear parts supplied by the manufacturer. Do not modify, install additions or reconstruct the lifting column.

WARNING **Danger of injury and damage to property due to incorrect operation**



Read the Chapter "Operation" and follow the safety instructions given there!

CAUTION Use the lifting column only in compliance with the specifications in Chapter "Operating conditions".

Non-compliance with the operating conditions can lead to malfunctioning or render the lifting column unusable!
Use the lifting column only in the specified temperature range! Avoid high humidity and prevent the lifting column from making contact with water! Only qualified personnel, such as your specialist dealer, may repair the lifting column when used in incorrect operating conditions.

WARNING **Danger of injuries and interruptions in operation by improper use**



There are risks posed by improper or unprofessional use of the lifting column.
Use the lifting column only for the purpose intended.

3.3 Additional information

As a general principle, the provisions stipulated in the accident prevention regulations of the Employer's Liability Insurance Association apply to all work carried out on the lifting column. Observe and follow the following rules and regulations too:

- applicable, binding regulations on accident prevention
- applicable, binding regulations at the place of use
- approved technical rules for safe and professional work
- existing environmental protection regulations
- other applicable regulations

4. Installation



Follow safety chapter

Follow general safety instructions in the Chapter "Safety instructions".

In addition, follow all safety instructions of the documentation in the appendix.

- ➔ Check the parts supplied for completeness, damage, or anything else that is conspicuous!
- ➔ Observe the applicable safety and accident prevention regulations during the transport.
- ➔ Contact details can be found in the Chapter "Identification"!





4.1 Scope of supply

Check that the supplied and delivered lifting column system is complete!

IMPORTANT The table top, the foot section and the requisite fastening material are not included.

These installation instructions apply for the following types:

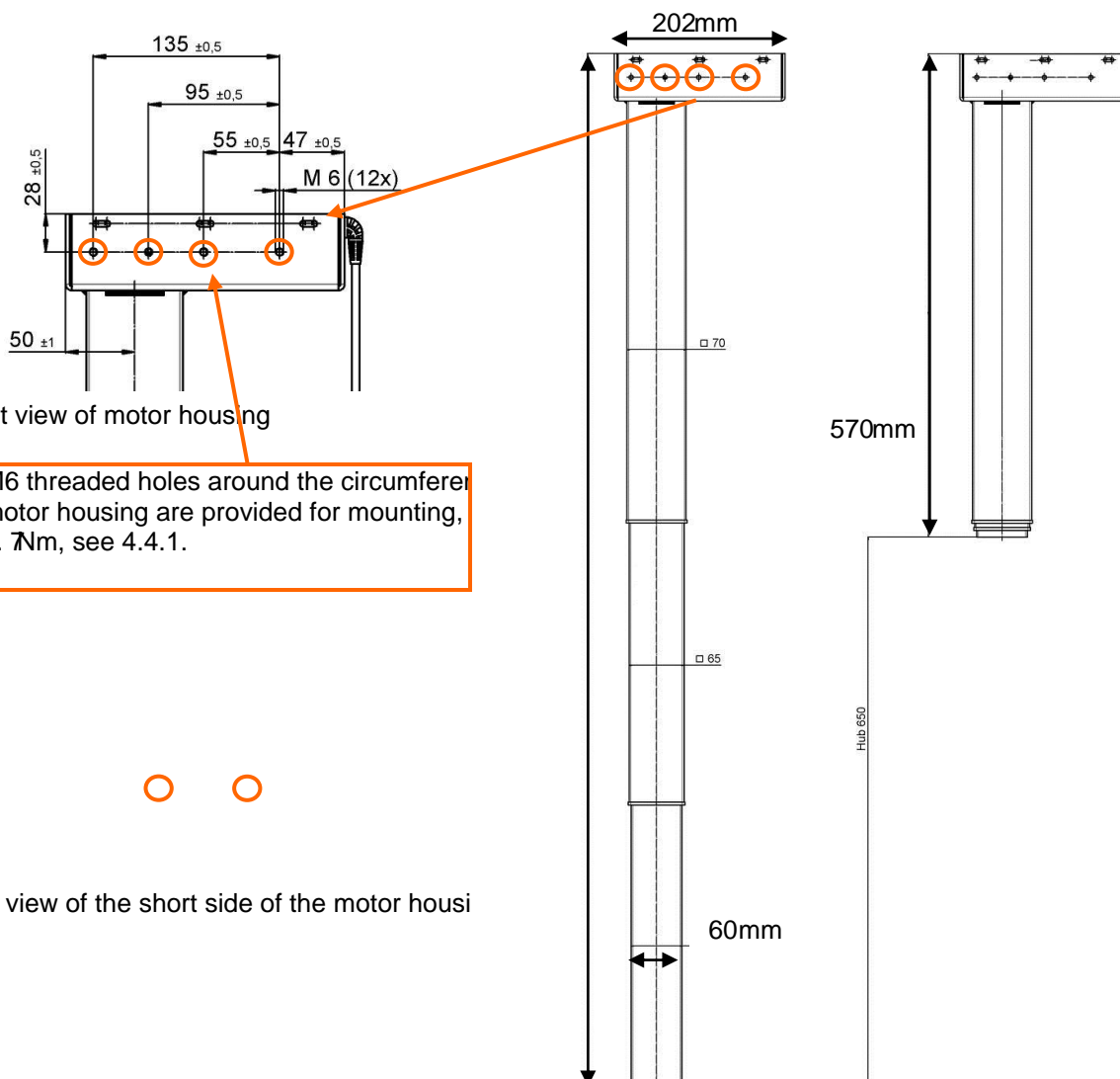
- Electric lifting column ELS3, 1-leg system, BTU (slender tube at bottom) or BTD (slender tube at top)
- Electric lifting column ELS3, 2-leg system, BTU (slender tube at bottom) or BTD (slender tube at top)
- Electric lifting column ELS3, 3-leg system, BTU (slender tube at bottom) or BTD (slender tube at top)
- Electric lifting column ELS3, 4-leg system, BTU (slender tube at bottom) or BTD (slender tube at top)

Electric lifting column system ELS3 BTU (slender tube at bottom)		Electric lifting column system ELS3 BTD (slender tube at top)	
Components	Image	Components	Image
Lifting column: ELS3 BTU square Quantity: 1 - 4 (Delivered with retracted leg)		Lifting column: ELS3 BTD, square Quantity: 1 - 4 (Delivered with retracted leg)	
For 1 to 3-leg systems: SUSPA COMPACT controller for ELS3 BTU Quantity: 1		For 1 to 3-leg systems: SUSPA COMPACT controller for ELS3 BTD Quantity: 1	

<p>For 1 or 2-leg systems SUSPA SMART controller for ELS3 BTU Quantity: 1</p>		<p>For 1 or 2-leg systems SUSPA SMART controller for ELS3 BTU Quantity: 1</p>	
<p>For 4-leg systems: SUSPA COMPACT controller for ELS3 BTU Quantity: 2</p>		<p>For 4-leg systems: SUSPA COMPACT controller for ELS3 BTU Quantity: 2</p>	
<p>Hand switch Up-Down HSM-OD-2-LD Part No.: 098 10010 Quantity: 1</p>		<p>Hand switch Up-Down HSM-OD-2-LD Part No.: 098 10010 Quantity: 1</p>	
<p>Power cable EU, shielded Part No.: 098 10011 Quantity: 1</p>		<p>Power cable EU, shielded Part No.: 098 10011 Quantity: 1</p>	
<p>For 4-leg systems: Stacking cable Part No.: 098 10019 Quantity: 1</p>		<p>For 4-leg systems: Stacking cable Part No.: 098 10019 Quantity: 1</p>	

4.2 Dimensions and technical data for installation

4.2.1 Dimensions of lifting column ELS3 BTU



Front view of motor housing

12 M6 threaded holes around the circumference of the motor housing are provided for mounting, max. 7 Nm, see 4.4.1.



Side view of the short side of the motor housing

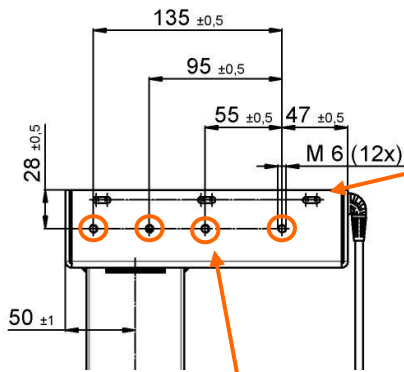


Lifting column view from the bottom

4 M8 threaded holes for mounting the lifting column to the foot section (torque max. 10 Nm).

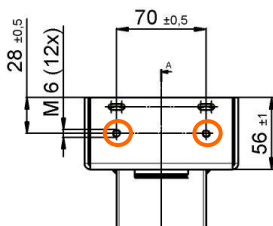
Technical data ELS3 lifting column	
Lifting column	60/65/70 mm
Lift	650 mm
Retracted height	570 mm
Extended height	1220 mm
Weight	7.5 kg
Lifting capacity	50 kg per leg
Max. speed	36 mm/s
Length of motor cable	1200 mm
Maximum static bending moment	150 Nm
Motor	24 V DC

4.2.2 Dimensions of lifting column ELS3 BTD

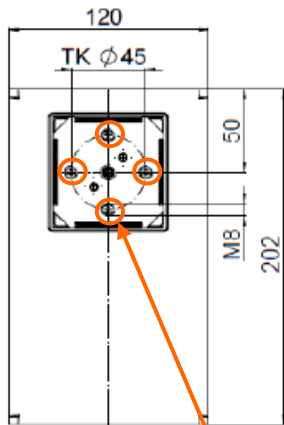


Front view of motor housing

12 M6 threaded holes around the circumference of the motor housing are provided for mounting, torque max. 7 Nm, see 4.4.1.

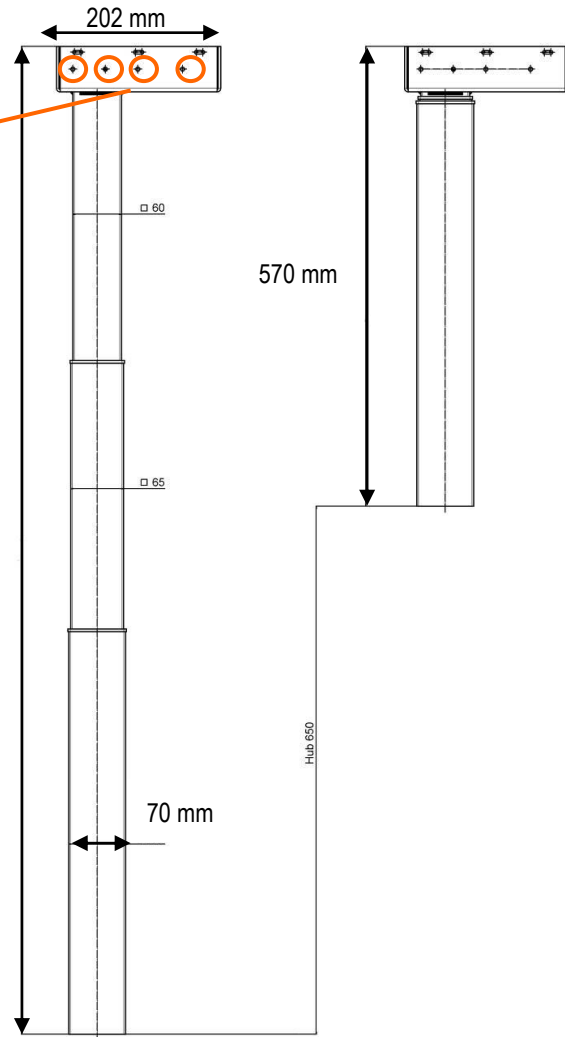


Side view of the short side of the motor housing



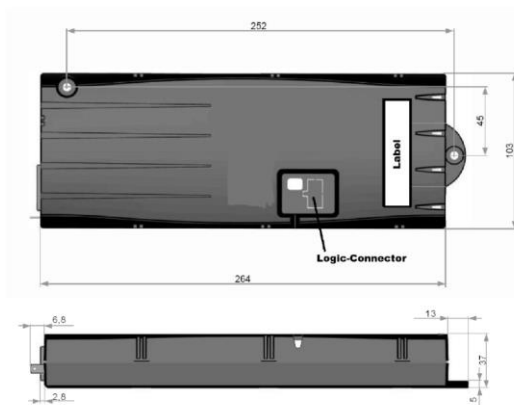
Lifting column view from the bottom

4 M8 threaded holes for mounting the lifting column to the foot section (torque max 10 Nm).



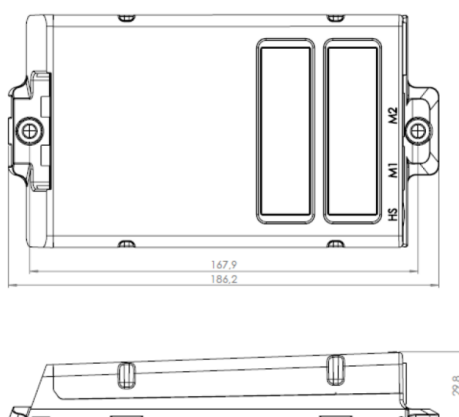
Technical data – ELS3 lifting column	
Lifting column	70/65/60 mm
Lift	650 mm
Retracted height	570 mm
Extended height	1220 mm
Weight	7.5 kg
Lifting capacity	50 kg per leg
Max. speed	36 mm/s
Length of motor cable	1200 mm
Maximum static bending moment	150 Nm
Motor	24 V DC

4.2.3 Dimensions SUSPA COMPACT controller



Technical Data – SUSPA COMPACT controller	
Output performance	280 VA
Standby consumption	< 0.3 W
Weight	approx. 420 g
Dimensions	264 x 103 x 37 mm
Input voltage	207-253 V / 50 Hz
Ambient temperature	0-30° C
Relative air humidity (during operation)	5-85%
Duty cycle	max. 10% (1 min. operation, 9 min. pause)
Electromagnetic compatibility	In accordance with the EMC Directive and the valid EMC standards for industrial use

4.2.4 Dimensions SUSPA SMART controller



Technical data – SUSPA SMART controller	
Output performance	216 VA
Standby consumption	< 0.3 W
Weight	approx. 305 g
Dimensions	186 x 100 x 30 mm
Input voltage	207-253 V / 50 Hz
Ambient temperature	0-30° C
Relative air humidity (during operation)	5-85%
Duty cycle	max. 10% (1 min. operation, 9 min. pause)
Electromagnetic compatibility	In accordance with the EMC Directive and the EMC standards for industrial use

4.3 Operating conditions

Physical operating conditions	
Operating site	Office
Operating temperature	+15 C to +30 C
Air humidity	30% to 60%
Ambient conditions	No heavy dirt or contamination caused by dust, acids and corrosive gases

4.4 Assembling the lifting column and the electric components

4.4.1 Assembling the lifting column

CAUTION

Risk of damage



Screws may not go into the housing deeper than 5 mm.

When screwing together the motor housing, make sure that the screw is not screwed in more than 5 mm into the motor housing, the tightening torque should be max. 7 Nm.

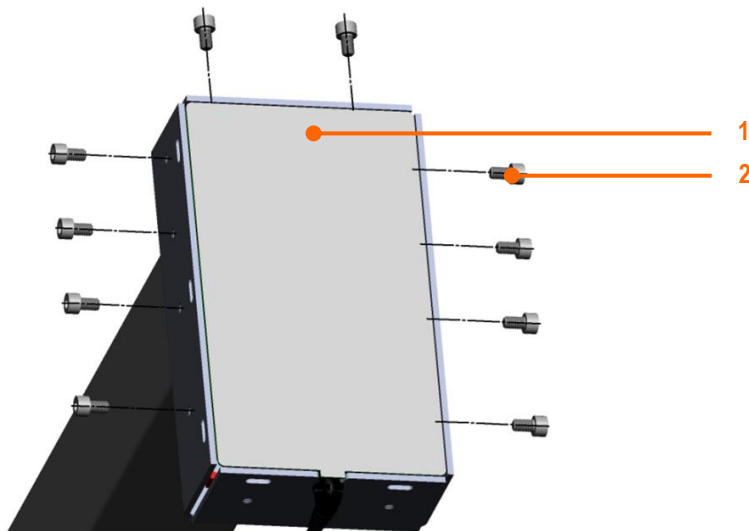
CAUTION



The lifting columns are only designed for load that applies pressure. The lifting column must always be installed with the motor housing to the top.

→ Mount the lifting column on the fastening bracket of your table.

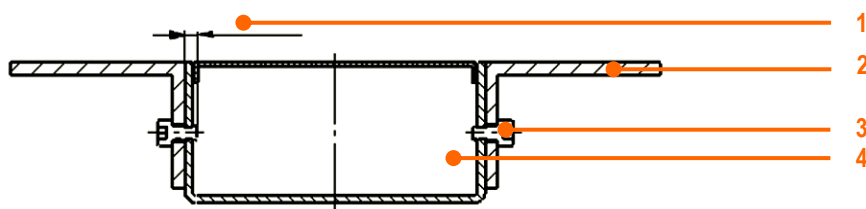
There are 12 M6 threaded holes (tightening torque max. 7 Nm) to fasten the lifting column to the fastening bracket of the table.



Screw fastening the lifting column

1 Motor housing

2 Fastening screw



View of example table top with mounted fastening bracket

- | | |
|---|--|
| <p>1 Max. 5 mm</p> <p>2 Fastening bracket</p> | <p>3 Screw connection</p> <p>4 Motor housing</p> |
|---|--|

4.4.2 Fastening the controller to the table top

CAUTION



The controller must be fastened in a position that allows the lifting column to be connected by the motor cable.

The controller must always move with the lifting column on its travel path! We recommend fastening the controller to the bottom of the table top.



Detailed view of the drilled hole

- Select the matching screws.
- Fasten the controller to the drilled holes provided on the bottom of the table top close to the frame (2 fastening points).

4.4.3 Fastening the manual switch to the table top



Detailed view of the manual switch

- Select the matching screws.
- Fasten the manual switch in the desired position on the table top.

4.4.4 Connections with the controller

DANGER

Mortal danger through cable breakage or damage to the cable



In case of cable breakage or damage to the cable, there are dangers to life and limb or property damage caused by electric shock!

Never operate the lifting column with a damaged mains cable! Only use the supplied mains cable! Do not pull the cable across sharp edges! Do not bend the cable! Do not place heavy objects on the cable!

Do not pull on the cable! Pull the mains plug to disconnect the lifting column from the power supply!

Immediately disconnect the controller from the power supply at any sign of cable breakage. Please contact your specialist dealer!

WARNING

Danger of stumbling



Excess cables and wires as well as edges can cause a risk of stumbling.

Avoid having loose excess cables laying around and use cable ties if necessary.

CAUTION

Check all connections. Make sure that the cable is routed safely when the table is adjusted!

DANGER

Danger by improperly connected power cable



An improperly connected power cable can cause a fire or an electric shock.

Operate the controller only at the mains voltage indicated on the nameplate! Do not use a power source with high voltage or DC voltage! Carefully check the power source!

Make sure that the mains cable is connected correctly!

DANGER

Danger due to moisture and water



Moisture and water in the vicinity of the controller or the mains cable may cause an electric shock or a malfunction.

Do not touch or grip the mains plug with wet hands!

Do not allow moisture and water to reach the controller or power cables!

WARNING **Danger of crushing, injury to hands or damage**



The movements of the lifting columns can cause injury.

If there are people or objects within the effective operating range of the lifting column, there is a danger of crushing or of damage to objects.

The legs of the lifting columns are not fitted with pinch or crushing protection!

Do not reach into the effective range of the lifting columns during operation.

Make sure that there are no people, living beings or objects in the entire travel path of the lifting column!



Detailed view of motor cable connection

- Connect the motor cable of a lifting column with input M1 of the controller.
- Connect the motor cable of the second and possibly third lifting column with input M2 of the controller.



Detail view of the manual switch connection

- Connect the manual switch with the controller.

CAUTION



Connect the power cable in a way to ensure sufficient cable length over the entire adjustment.

Connect the mains cable with the "POWER" input on the controller.

The controller may only be operated after installation.



Detailed view of power cable connection

- Connect the power cable with the controller.

CAUTION

In ELS3, 4-leg system:



Both controllers must be mounted on the table top.
The controllers are connected to each other by the supplied stacking cable.



Detailed view of stacking cable connection

→ In a 4-leg system: Connect both controllers with the stacking cable.

Example of a fully assembled 1-leg table with ELS3 lifting column:



Example of a fully assembled 1-leg table

→ Perform a reset, see 5.2.2.

5. Commissioning / operation

5.1 Commissioning

Follow the safety instructions in the Chapter "Installation" (page 11 et seq).

WARNING Danger of crushing, injury to hands or damage



The movements of the lifting columns can cause injury. If there are people or objects within the effective operating range of the lifting column, there is a danger of crushing or of damage to objects.

The legs of the lifting columns are not fitted with pinch or crushing protection! Do not reach into the effective range of the lifting columns during operation. Make sure that there are no people or objects in the entire travel path of the lifting column!

5.2 Operating

5.2.1 Hand switch Up-Down HSM-OD-2-LD

The Hand switch Up-Down HSM-OD-2-LD is a simple manual switch with operating buttons to move the lifting column up or down.



Detailed view of the manual switch

Symbol	Function
	Up: Moves the table up.
	Down: Moves the table down.

5.2.2 Reset



Detailed view of the manual switch operation

- Connect the power cable with the mains supply.
- Press the down switch on the manual switch until (approx. 5-20 seconds) the lifting column has moved down to the lowest position followed by an upward movement of approx. 2-3 mm.

CAUTION Perform a reset after every disassembly or exchange of the lifting column and/or controller.

6. Decommissioning



Follow safety chapter

Observe and follow the Chapter "General safety instructions" from page 9.

6.1 Switch off adjustment function

→ Disconnect the power cable from the mains voltage.

6.2 Storing the lifting column

The storage area should be cool and dry in order to prevent corrosion on the individual parts of the lifting column.

The room temperature at the storage location must constantly be between 10 °C and 30 °C. The air humidity of the storage space must not be greater than 60 %.

- Package the lifting column so that it is not damaged by external influences whilst in storage.
- If necessary, use cardboard boxes and other packaging material.

6.3 Disposal



- Dispose of the packaging material in accordance with current national regulations.
- Due to the danger of possible environmental pollution, have the lifting column system disposed of by an approved specialized company!

7. Spare Parts

- Use only spare parts from the manufacturer of the electric lifting column, SUSPA GmbH.
- For ordering spare parts, contact the following address:

SUSPA GmbH
Mühlweg 33
90518 Altdorf
GERMANY

Telephone: +49 91 87 / 9 30-0
Fax: +49 91 87 / 9 30-229
E-Mail: info@de.suspa.com
Website: www.suspa.com

You need the material number and – description to place an order.
Please refer to the Chapter "Scope of supply" for more information.

IMPORTANT In principle the "General Terms of Sale and Delivery" of SUSPA GmbH apply. These can be accessed online at www.suspa.com.

EC Declaration of Incorporation

according to the EC Machinery Directive (2006/42/EC), Annex II, Section B

We hereby declare under our sole responsibility,

SUSPA GmbH	Telephone:	+49 91 87 / 9 30-0
Mühlweg 33	Fax:	+49 91 87 / 9 30-229
90518 Altdorf	E-Mail:	info@de.suspa.com
GERMANY		

that the type of construction of the lifting column

Machine identification: Electrically adjustable lifting column
Type identification: ELS3-xxx-xxxxxx-x-x
Year of construction: 2013

Designated use: The electrically adjustable lifting column is used to raise a countertop for seated or standing workstations in the office.

the delivered version is compliant with Directive 2006/42/EC of the European Parliament and of the Council dated 17 May 2006 on machinery, and conforms with the following harmonized standards and normative documents to which this declaration refers:

Applicable EC Directives: EC Machinery Directive (2006/42/EC)
 EC Electromagnetic Compatibility Directive (2004/108/EC)

Applied harmonized standards:

- DIN EN 61000-3-2/3-3/6-2/6-3*: Electromagnetic compatibility (EMC)
- DIN EN ISO 12100:2011: Safety of machinery – – Risk assessment and risk reduction
- DIN EN 60335-1:2012: Safety of electrical appliances for household and similar purposes

*partially applied

We hereby assure that the certification procedure is performed in accordance with the Machinery Directive (2006/42/EC) and that the requirements of the standard DIN EN ISO/IEC 17050-1 “Conformity assessment – Supplier’s declaration of conformity – Part 1: General requirements” were complied with in the issuance of this declaration. This declaration will lose its validity if any modifications are made to the machine without consultation with us.

This partly completed machinery is only intended to be incorporated into other machinery or other partly completed machinery or equipment or joined with them to form with them a complete machine according to the Machinery Directive. Only when a conformity assessment procedure has been carried out in accordance with the Machinery Directive for the whole machine, It may be put into operation.

Any unauthorized modifications in this sense excludes any liability on our part.

Altdorf, den..... 6.11.2013



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Name / Signature (Management SUSPA GmbH)