

# INSTRUCTIONS FOR : DESK FANS

## Model Nos: SDF12H, SDF16H

Thank you for purchasing a Sealey product. Manufactured to a high standard this product will, if used according to these instructions and properly maintained, give you years of trouble free performance.



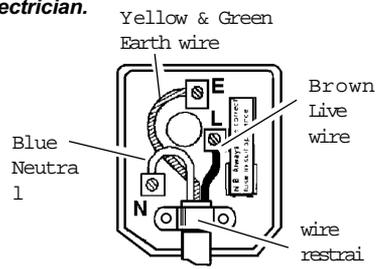
**IMPORTANT:**

**PLEASE READ THESE INSTRUCTIONS CAREFULLY. NOTE THE SAFE OPERATIONAL REQUIREMENTS, WARNINGS AND CAUTIONS. USE THE PRODUCT CORRECTLY AND WITH CARE FOR THE PURPOSE FOR WHICH IT IS INTENDED. FAILURE TO DO SO MAY CAUSE DAMAGE OR PERSONAL INJURY, AND WILL INVALIDATE THE WARRANTY. PLEASE KEEP INSTRUCTIONS SAFE FOR FUTURE USE.**

### 1. SAFETY INSTRUCTIONS

**1.1. ELECTRICAL SAFETY.** **WARNING!** It is the user's responsibility to read, understand and comply with the following: You must check all electrical equipment and appliances to ensure they are safe before using. You must inspect power supply leads, plugs and all electrical connections for wear and damage. You must ensure the risk of electric shock is minimised by the installation of appropriate safety devices. An RCCB (Residual Current Circuit Breaker) should be incorporated in the main distribution board. We also recommend that an RCD (Residual Current Device) is used with all electrical products. It is particularly important to use an RCD together with portable products that are plugged into an electrical supply not protected by an RCCB. If in doubt consult a professional electrician. You may obtain a Residual Current Device by contacting your Sealey dealer. **You must** also read and understand the following instructions concerning electrical safety.

- 1.1.1. The **Electricity At Work Act 1989** requires all portable electrical appliances, if used on a business premises, to be tested by a qualified Electrician at least once a year by using a Portable Appliance Tester (PAT).
- 1.1.2. The **Health & Safety at Work Act 1974** makes owners of electrical appliances responsible for the safe condition of the appliance, and the safety of the appliance operator. **If in doubt about electrical safety, contact a qualified electrician.**
- 1.1.3. Ensure the insulation on all cables and the product itself is safe before connecting to the mains power supply. See 1.1.1. & 1.1.2. above and use a Portable Appliance Tester (PAT).
- 1.1.4. Ensure that cables are always protected against short circuit and overload.
- 1.1.5. Regularly inspect power supply, leads, plugs and all electrical connections for wear and damage, especially power connections, to ensure that none are loose.
- 1.1.6. **Important:** Ensure the voltage marked on the product is the same as the electrical power supply to be used, and check that plugs are fitted with the correct capacity fuse. A 13Amp plug may require a fuse smaller than 13Amps for certain products (*subject to 1.1.10. below*) see fuse rating at right.
- 1.1.7. DO NOT pull or carry the powered appliance by its power supply lead.
- 1.1.8. DO NOT pull power plugs from sockets by the power cable.
- 1.1.9. DO NOT use worn or damage leads, plugs or connections. Immediately replace or have repaired by a qualified Electrician. A U.K. 3 pin plug with ASTA/BS approval is fitted. In case of damage, cut off and fit a new plug according to the following instructions (discard old plug safely). (UK only - see diagram at right). **Ensure the unit is correctly earthed via a three-pin plug.**
  - a) **Connect the GREEN/YELLOW earth wire to the earth terminal 'E'.**
  - b) **Connect the BROWN live wire to live terminal 'L'.**
  - c) **Connect the BLUE neutral wire to the neutral terminal 'N'.**



**REPLACEMENT FUSES MUST BE OF THE SAME TYPE AND RATING AS THE ORIGINAL**

**After wiring, check there are no bare wires, that all wires have been correctly connected and that the wire restraint is tight.** Double insulated products are often fitted with live (BROWN) and neutral (BLUE) wires only. Double insulated products are always marked with this symbol . **To re-wire, connect the brown & blue wires as indicated above. DO NOT connect the brown or blue to the earth terminal.**

- 1.1.10. Some products require more than a 13Amp electrical supply. In such a case, NO plug will be fitted. **You must** contact a qualified Electrician to ensure a 30 amp fused supply is available. We recommend you discuss the installation of a industrial round pin plug & socket with your electrician.
- 1.1.11. **Cable extension reels.** When a cable extension reel is used it should be fully unwound before connection. A cable reel with an RCD fitted is recommended since any product which is plugged into the cable reel will be protected. The section of the cable on the cable reel is important. We recommend that at least 1.5mm<sup>2</sup> section cable but to be absolutely sure that the capacity of the cable reel is suitable for this product and for others that may be used in the other output sockets, we recommend the use of 2.5mm<sup>2</sup> section cable.

### 1.2 GENERAL SAFETY

- 3 Disconnect the fan from the mains power when not in use, and before servicing or performing any maintenance.
  - 3 Use the fan in dry areas only. Do not use in wet or high condensation locations such as bathrooms, showers, or pools.
  - p **WARNING!** If a fan falls into water, immediately switch off and disconnect from the mains power supply. Do not touch the fan until the mains power supply has been disconnected.
  - 3 Always disconnect the fan from the power supply when moving it from one location to another.
  - 3 Keep the fan clean and maintained in good condition (use an authorised service agent).
  - 3 Use recommended parts only (non genuine parts may be dangerous, and will invalidate your warranty).
  - 7 DO NOT insert any objects through the fan guard.
  - 7 DO NOT cover the fan.
  - 7 DO NOT immerse the fan in water or any other liquid.
  - 7 DO NOT allow children to operate the fan.
  - 7 DO NOT stand the fan where it may be knocked over or off a surface, or where the lead may cause a person to trip.
  - 7 DO NOT use the fan outdoors.
  - 7 DO NOT use an extension cord unless it has been approved by an electrical authority.
- When not in use store in a safe, dry, childproof location.



01284 757500



01284 703534

E-mail: [sales@sealey.co.uk](mailto:sales@sealey.co.uk)

## 2. ASSEMBLY & OPERATING

**2.1. ASSEMBLY.** Unpack carton and assemble the fan as follows:

- 2.1.1. Remove the locking nut (fig 1. 1) from the centre of the fan
- 2.1.2. **Fitting the rear fan guard.** Identify the rear fan guard by the location holes in the centre plate (fig 1.2) and place the guard over the fan spindle and fit onto the three location pins (3).
- 2.1.3. Replace and secure the back guard with locking nut (1).
- 2.1.4. **Fitting the fan.** Slide the fan onto the motor shaft until it comes to rest against the pin which is pushed through the shaft. Rotate the fan slightly until the pin comes to rest in the shallow groove in the back of the fan. Now take the large plastic circular lock nut and thread it onto the end of the motor shaft by turning it **anticlockwise**. Hold one of the fan blades with one hand and tighten the nut down onto the fan to hold it in place.
- 2.1.5. **Fitting the front fan guard to the rear fan guard.** The front guard has a plastic rim attached to it which enables it to hook over the top of the rear guard (fig 2.A); snap together at the sides, and screw fix at the bottom (fig 2.B). On the inside of the front guard at the top you will see 2 small square plastic lugs. Hook these lugs over the rim of the rear guard and push the front guard on as far as it will go at the bottom.
- 2.1.6. Hold the two guards together at either side and gently squeeze until they snap together.
- 2.1.7. Now take the small plastic fixing lug and press it into place over the screw fixing hole at the bottom of the front guard. Place the securing screw through the plastic lug and tighten it up so that the lug fits snugly against the back of guard rim (B).
- 2.1.8. Check that the guard has been assembled correctly and that the fan will turn freely before plugging into the mains.

If all is correct the fan is now ready to use.

**2.2. FAN OPERATION.**

**WARNING! Ensure you read, understand and apply the safety instructions in part 1 before using the fan.**

- 2.2.1. Use handle (fig 3.1) to carry the fan and place in a suitable location and plug into the mains power supply.
- 2.2.2. Press button "1" (fig 3. 2) for low fan speed operation, button "2" for medium fan output, and button "3" for high fan output. To stop the fan press button "0".
- 2.2.3. To make the fan oscillate, push down the oscillating knob (3) on top of the motor casing. To stop the fan oscillating, pull the knob up.
- 2.2.4. To adjust the fan up or down, loosen the swivel knob (4) position the head accordingly and tighten knob.

fig 1

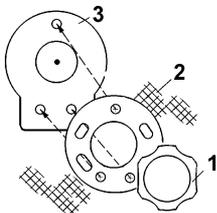


fig 2

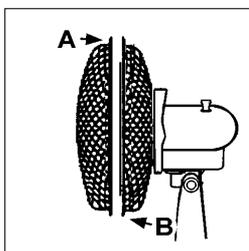
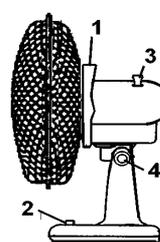
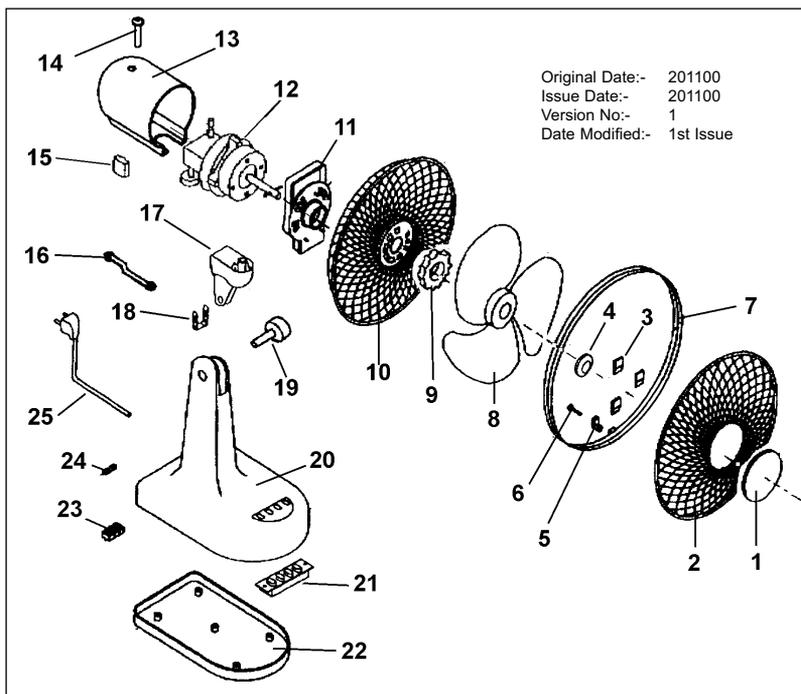


fig 3



## 3. PARTS LIST SDF12H & SDF16H

ITEM	PART NO	PART NO	DESCRIPTION
1	SDF12H01	SDF16H01	GRILLE COVER
2	SDF12H02	SDF16H02	FRONT GRILLE
3	SDF12H03	SDF16H03	SPACER
4	SDF12H04	SDF16H04	BLADE LOCK NUT
5	SDF12H05	SDF16H05	FIXING NUT
6	SDF12H06	SDF16H06	M4 SCREW
7	SDF12H07	SDF16H07	PLASTIC RING
8	SDF12H08	SDF16H08	BLADE
9	SDF12H09	SDF16H09	GRILLE LOCK NUT
10	SDF12H10	SDF16H10	REAR GRILLE
11	SDF12H11	SDF16H11	MOTOR BRACKET
12	SDF12H12	SDF16H12	MOTOR
13	SDF12H13	SDF16H13	MOTOR COVER
14	SDF12H14	SDF16H14	CLUTCH KNOB
15	SDF12H15	SDF16H15	CAPACITOR
16	SDF12H16	SDF16H16	LINK ROD
17	SDF12H17	SDF16H17	HINGE
18	SDF12H18	SDF16H18	U PLATE
19	SDF12H19	SDF16H19	ADJUSTMENT KNOB
20	SDF12H20	SDF16H20	BODY
21	SDF12H21	SDF16H21	PIANO SWITCH
22	SDF12H22	SDF16H22	BASE
23	SDF12H23	SDF16H23	TERMINAL BLOCK
24	SDF12H24	SDF16H24	CORD CLAMP
25	CS 2.5M2C BLK		POWER CORD



Original Date:- 201100  
Issue Date:- 201100  
Version No:- 1  
Date Modified:- 1st Issue

### Declaration of Conformity

We, the sole importer into the UK, declare that the products listed below are in conformity with the following EEC standards and directives

**DESK FAN Models SDF12H, SDF16H**  
EN 60335-2-80  
89/336/EEC Electromagnetic Compatibility  
73/23/EEC Low Voltage Directive



The construction file for these products are held by the Manufacturer and may be inspected on request by contacting Jack Sealey Ltd

Signed by Mark Sweetman

22nd November 2000

For Jack Sealey Ltd.  
Sole importer into the UK  
of Sealey Power Products

**NOTE:** It is our policy to continually improve products and as such we reserve the right to alter data, specifications and component parts without prior notice.

**IMPORTANT:** No liability is accepted for incorrect use of product. **WARRANTY:** Guarantee is 12 months from purchase date, proof of which will be required for any claim. **INFORMATION:** Call us for a copy of our latest catalogue on 01284 757525 and leave your full name and address including your postcode.



Sole UK Distributor  
Sealey Group,  
Bury St. Edmunds, Suffolk.



01284 757500



01284 703534

E-mail: sales@sealey.co.uk