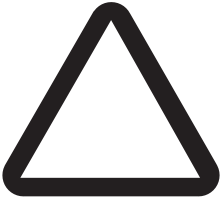


Fitting and Fixing Guidelines for

Boulton & Paul Hi-Profile Combi Windows

CAUTION



SAFETY: Large glazed windows are heavy and may be hazardous. Great care **MUST** be taken to avoid injury during manual handling and particular precautions are required when working at height.

These instructions and recommendations must be followed. Failure to do so may affect the guarantee and the long term performance of the window and glazing. These instructions cover all product options.

Ref HiPC/0703-JX_T_0001



Hi-PROFILE COMBI

* Subject to correct glazing specification - see section H5 inside

A Guarantees

Products maintained in accordance with our guidelines for care and maintenance carry the following guarantees:



10 year Guarantee on factory applied Hi-Build paint finish



6 year Guarantee on factory applied Hi-Build stain finish



10 year Guarantee against manufacturing defects



30 year Guarantee against rot and fungal decay on all external timber



5 year Guarantee against ironmongery failure

For long life coupled with low maintenance we always recommend factory glazed fully finished timber windows.

B Performance

B1. The Boulton & Paul Hi Profile Combi window range has been classified in accordance with BS6375: Part 1: 1989 achieving an exposure category of 2500 special. In addition, it is qualified under the timber window accreditation scheme introduced by the British Woodworking Federation (BWF). This accreditation testifies that the windows are manufactured in accordance with the stringent criteria laid down by the BWF and meet strict weather and operational test requirements. It also reflects the high standards of quality control procedures and management systems which are in place in our factories.



C Glazed Window Storage

- C1. Wherever possible windows should be stored under cover. When outside storage is unavoidable, stand on level bearers, allowing sufficient clearance for free air circulation on all sides of the pack. Protect with a vapour permeable tarpaulin. To avoid damage, windows should be lifted as required, not dragged. Any protective wrapping should not be removed until installation.
- C2. Do not store glazed windows by laying flat.

D Window Installation

- D1. Correct installation is vital to ensure trouble free operation of windows throughout their life.
- D2. All frame products must be installed plumb, true and square.
- D3. Damp courses must be correctly positioned, with vertical damp proof courses fixed to or abutted to the frames.
- D4. Windows should be installed into prepared openings. Fixings appropriate to the method of installation should be used, i.e frame cramps, screws and plugs, fixing brackets or expanding fixing bolts.
- D5. For timber frame structures the windows must be secured to and supported by the timber frame and adequate clearance must be provided around the window in the external structure to allow for shrinkage and differential movement.
- D6. The lintel should be positioned clear of the window head section (windows are generally not load bearing).
- D7. The external joint between the window and surrounding structure should be sealed with a suitable perimeter sealant. For stained or microporous paints, acrylic or polysulphide sealants should be used. All mastics and sealants should be used in accordance with the manufacturer's instructions.

E Finishing

- E1. Factory finished windows: After installation these only require cleaning with a soft sponge and pH neutral soapy water. Do not use abrasive or chemical cleaning materials.
- E2. Any minor damage caused during installation must be 'touched-up' immediately. A JELD-WEN window maintenance kit is available for this purpose.
- E3. Unfinished Boulton and Paul external joinery products are supplied either with a basecoat stain or primed. Part finished products are supplied with a second, sprayed coat of medium build stain or paint. As soon as these

Fitting and Fixing Guidelines for

Boulton & Paul Hi-Profile Combi Windows

primed or stained joinery products are exposed to the elements they are at risk. Under normal building conditions primed windows require an undercoat and top coat finish within 6 months. Those with a stain basecoat need either a second basecoat, or an application of medium to high build stain within 3 months of exposure. These are the minimum requirements and further finishing coats must be applied to the manufacturers' recommendations to afford full protection. In aggressive weather conditions, either of bad weather, or prolonged exposure to sunshine, decoration will be required sooner than the periods indicated.

If primed, and in particular basecoat stain finishes have deteriorated because of prolonged exposure, the surface must be properly prepared and re-primed before finishing. Knotting solution should be applied over any visible knots on primed or part finished painted products.

F Fitting of glass into window

- F1. Make sure you have read and understood the glazing system instructions and that they are suitable for an internally beaded timber window.
- F2. Make sure you understand the use and position of setting and location blocks. These are different for different window opening and hinge options.

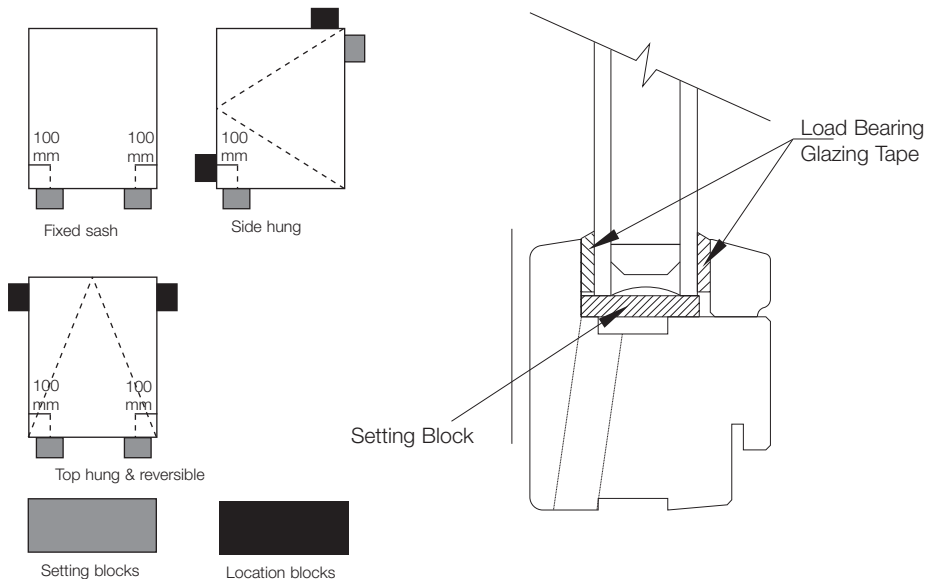


Fig 1

- F3. Ensure rebates, beads and other areas to come into contact with load bearing tape are clean and dry. Apply a film of silicone sealant to the joint line of all joints in the rebate upstand and all rebate platform to platform joints. Make sure this will not block or obstruct the clear drain and vent channel around the glass unit.
- F4. Apply load bearing glazing tape to the rebate upstands so that 1 to 2mm of tape is seen above the sightline and ensuring that the corner joints are cleanly butted without any gaps and not overlapped.
- F5. Place the setting blocks onto the rebate platform (see Fig 1) and insert glass unit then centralise. Apply pressure all the way round each unit to compress the tape.
- F6. Insert location blocks into opening to ensure sashes are squared and each glass unit is supported with the correctly positioned blocks. Do not add extra blocks (see Fig 1). It is recommended that location blocks are siliconed into place.
- F7. Apply tape to the face of the unit or back of the beads so that 1 to 2mm of the tape is seen above the sightline.
- F8. Place the bottom bead into position and fix with non rusting pins at no more than 50mm from each corner and at no more than 150mm centres. Repeat with the top bead.
- F9. Place the ends of the side beads into the top or bottom bead mitre joints and push into position. Apply pressure when pinning to compress the tape. Pin as detailed above.
- F10. Trim excess tape from face of the glass.

G Safety

- G1. **Commissioning of windows:**
Prior to use, windows must be commissioned to ensure all the mechanisms are working properly. All hinges, restrictors, locks etc should be thoroughly cleaned and lightly lubricated. Any damaged components must be replaced before use.
- G2. For additional safety fully reversible windows are fitted with a double restrictor system, both of which can be locked to prevent accidental operation.
- G3. Operating instructions for the restrictor can be found in paragraph H3
- G4. Top hung windows fitted with projecting hinges are not designed to hold the sash fully open in the horizontal position.

H Operation and maintenance of windows and glazing materials

- H1. Fine adjustment of the sash to frame position is achieved by turning the offset rivet at the frame end of the main hinge arm. Projecting hinge adjustment friction is adjusted by increasing the pressure exerted by the grubscrew on the sliding shoe.
- H2. Regular inspection and, if necessary, maintenance of the paint or stain finish of the frame is essential for the long term performance of all the components of your timber windows. The period between maintenance checks is generally six months but may be more frequent if local site conditions (eg high levels of wear and tear) exist. Check any finish guarantees you may have for further information. Make regular checks to ensure that drainage holes, channels and spaces are kept clear. Use a soft flexible brush or pipe cleaner with care to remove obstructions.

H3. Operating instruction

Windows with initial restrictor/reverse catch must not be opened in normal use more than 100 mm. When reversing the window, release the restrictor at the left hand side by lifting the release bar. Open the window a little further and release the restrictor at the right hand side. The window can now be opened and reversed until it gets into the restricted reverse position. When the window is cleaned at the outside, release the catches and close as mentioned above.

To lock the restrictors using the correct size screwdriver turn the top slotted rivet, on the restrictor, in either a anti-clockwise or clockwise direction. To unlock simply reverse the above procedure.

H4. Maintenance and lubrication

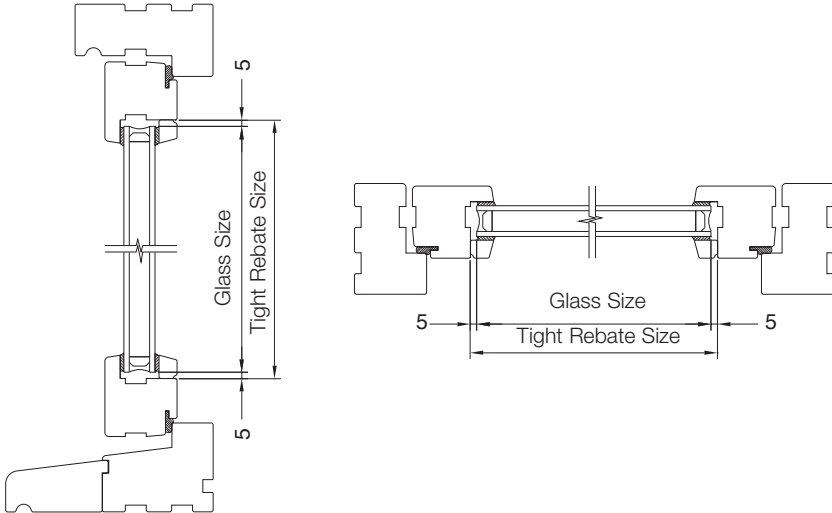
Aluminium rails must never be painted, and must be kept clean and lightly lubricated at all times. Use vaseline or neutral oil. Keep rivets and moving parts lightly lubricated. Lubricate at least once a year, in coastal areas and/or places with high pollution, clean and lubricate more often.

H5. Reglazing

In the event of glass breakage, the following procedure must be followed. For BS7950 specification windows, reglazing must be carried out by JELD-WEN UK LTD to maintain certification.

PART L 2002: To comply with these amendments to Building Regulations glass units must be 24mm thick, comprising of the inner pane Low E glass with an air filled cavity of 16mm, plain glass on the external pane. The Low E glass must have an emissivity of 0.15 (Pilkington K Glass) or lower.

Measure the frame opening



Calculating the unit size

The spacer bar of the unit must be at or slightly below the sightline. If you do not use the Boulton and Paul OPG glazing kit, a fully drained and vented glazing system must be used. The load bearing mastic tape, setting and location blocks must comply with, and be applied in accordance with British standards and industry standards as follows:

GGF glazing manual section 4.2

BS8000: Part 7: 1990

NHBC chapter 6.7

H6. **Glazing Procedures**

The Hi Profile Combi is an **internally beaded window**. It is essential that drainage channels and holes are clean and unobstructed. If they are not leakage and failure will occur.

H7. **Preparation**

Remove all beads from the window making a mark on the inside of the rebate and corresponding bead which will help you to replace them in the same position when you glaze the window. Pencil mark each bead on the outside with the fixing pin positions at no more than 50mm from each end and spaced at a maximum of 150mm along the length of the bead.

Remove all dust, grease and loose materials from the rebate. Any moisture on the timber should be wiped off using a clean paper towel or other absorbent material to give a dry surface.

Check the condition of any primer or basecoat stain on the frame, in particular the rebate and glazing surfaces of the beads. If the window has been exposed to the elements for a prolonged period and shows signs of weathering, the frame including the rebate and beads must be re-primed or stained before glazing.

Check that the unit fits into the frame and can be centralised by standing the unit on the setting blocks so that there is a 5mm clearance at the bottom of the unit. The spacer bar should ideally be level with the sightline or slightly below it, not above.

H8. **Glass Installation**

Refer back to section F of these instructions and follow steps F1 - F10 to complete the reglazing process.

JELD-WEN UK
Watch House Lane,
Doncaster, DN5 9LR.

Tel: 01302 394000
Fax: 01302 787383

Hi-PROFILE COMBI

Boulton & Paul

To register under our priority guarantee scheme, please complete and return the form below to the address on page 8. Registered installations will be given priority by our customer care team and no call-out charge will be made in the event of service calls. Any manufacturing defects will be repaired free of charge. Installation defects will be charged for parts and labour only.

1. Builder / Installer's name and address (if applicable)

2. Owner / occupier's name

3. Installation address

4. Date of installation _____

5. Did you understand the fitting instructions? Yes / No

6. Was the product decorated before installation / assembly? Yes / No

7. Were parts clearly identifiable and correct? Yes / No

If "no" please give details:

8. Have you any comments to add?

Thankyou for your assistance. We trust you are pleased with your window.
This information is required for guarantee registration and product improvement only. It will not be passed to any third party. Your statutory rights are not affected.

