Freetrack 2 Compactus
User Manual

ADELAIDE SHELVING

Trusted support.
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Freetrack® 2 Compactus®
User Manual

Australia

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156 Highbury Road,
Burwood,
Victoria 3125.
Australia

New Zealand

39 Randwick Road,
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Dexion businesses trading as;

Dexion – Commercial Solutions Australia:	Dexion Commercial (Australia) Pty Limited
Precision New Zealand:	Dexion (New Zealand) Ltd
Dexion Asia (Malaysia)	Dexion Asia SDN. BHD
Dexion Hong Kong:	Dexion Asia Limited

Date of Issue: June 2019

Issue	Date Issued	Description
Issue 1	April 2009	Product Launch (Aust)
Issue 2	December 2010	Updated for Mekdrive2.
Issue 3	November 2014	Updated User details for operation
Issue 4	July 2015	Introduction of Mek Drive3, removal of Mek Drive 2
Issue 5	June 2019	Updated Block Load Guidance

Freetrack® 2 Compactus®
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About Dexion

Dexion is a leading global storage solutions provider, solving the materials handling challenges for our customers from the office to the warehouse. We provide specialist storage solutions to support retail, health, education, security, art and artefacts, FMCG and distribution industries.

With over 65 years' experience and operations throughout Australia, New Zealand, Asia and the Middle East, Dexion provides seamless integration of world's best practice products and management systems, to deliver the best in safety, space optimisation, security, and return on investment. We also, provide customised training, state-of-the-art design tools, active research and development, rigorous product testing, after-sales-service and a lifetime product warranty, supporting Dexion's position as a leader of customised solutions.

Dexion employs over 600 highly skilled staff and operates a global network of Dexion offices, franchises, supply centres and regional dealers.

www.dexion.com.au

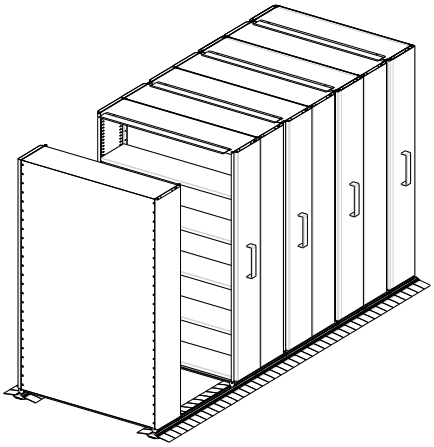
SECTION 1

PRODUCT INTRODUCTION

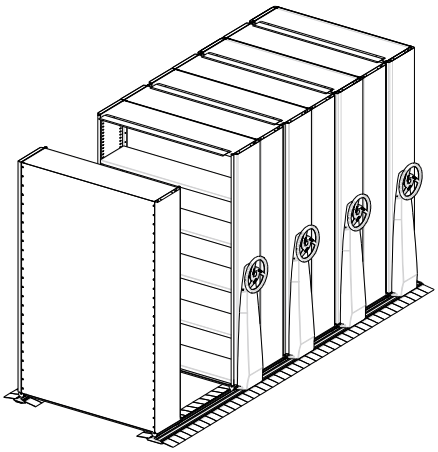
INTRODUCTION

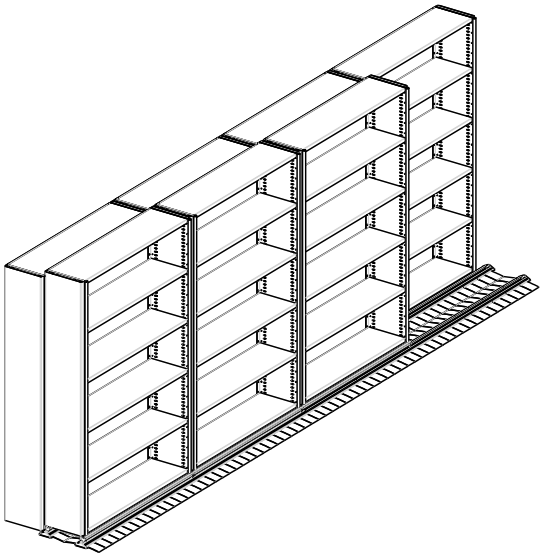
This manual describes the components, design requirements, assembly, applications and load limitations for the following Freetrack 2 products.

Freetrack 2 Compactus
- Manual operation
- Conventional movement



Mekdrive 3 Compactus
- Mechanically assisted operation
- Conventional movement





Side2Side 2 Compactus
- Manual operation
- Lateral movement

These Freetrack 2 Compactus products utilise an attractive low profile track and runner system, which can be installed onto most floor surfaces.

The system consists of aluminium extrusion tracks, which rest directly on the floor, and a series of aluminium runners with wheels to give mobility. Dexion Ultima CI-80 Shelving is attached directly to these runners. Each track has two full-length inserts of hardened steel, which provide a wear resistant running surface for the wheels. A track stop is secured at each end of the unit and a fixed or static bay can be installed.

The runners and track can be installed to allow conventional movement, as shown above, or can be installed as lateral, side ways moving units. Conventional units are limited to single or two bays deep which can be moved manually or by mechanical assistance, whilst the lateral units are limited to single bay assemblies.

Unlike other systems, Freetrack 2 Compactus does not require a prefabricated base. A lightweight runner frame supports the Dexion Ultima CI-80 shelving bays to provide structure, rigidity and mobility. This unique application provides a very cost efficient office storage system, particularly in the case of two bay deep units. Note that bay depths can be mixed within conventional movement stacks.

For shelving components and assembly details not described in this manual refer to the Dexion Ultima CI-80 and Filing Accessories Manuals.

The Freetrack 2 can be installed directly onto most existing floor surfaces, always providing the floor has the capability of accepting the load of a fully laden unit. Reference must be made to the load tables in this manual.

As there are no major construction items involved in this system, installation can be carried out quickly, quietly and with a minimum of disruption. This is especially important in an established office environment. Floor fixing is kept to a minimum and in most conventionally moving installations is considered unnecessary. There are no problems associated with matching existing office décor as Freetrack 2 Compactus requires no auxiliary flooring items, such as chipboard or carpet.

When it becomes necessary to relocate a Freetrack 2 installation, providing that the installation remains on the same floor level, this can be achieved without the major dismantling and reassembly costs associated with other storage systems.

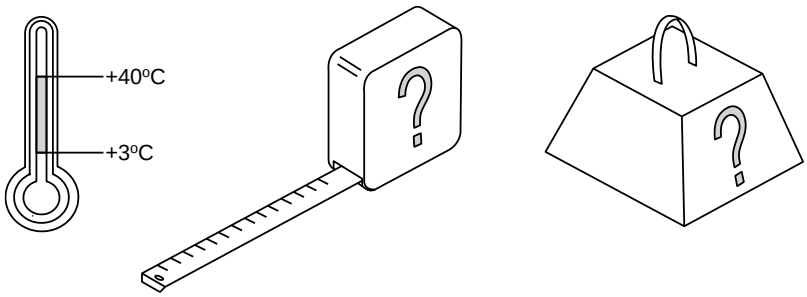
Where a customer requires additional storage space in an "add on" configuration, then this can be achieved by splicing new track on to the existing installation as required.

A locking system can be used to secure the whole installation if required. Where an installation is in a general/open office area with specific bays containing information, which is available to selected personnel only, individual aisles can be secured using the unique locking system provided for the purpose.

IMPORTANT:

- The design and load limitations of this system are defined within the Design Manual for this product. It is essential that all installations remain strictly within the guidelines as stated in the Design Manual.

PARAMETERS OF THE SYSTEM



The Freetrack 2 Compactus range of storage cabinets has been designed to operate within the following standard parameters.

Floor
The floor should be of solid construction designed to accept loads imposed by the unit. Installations on carpet or similar floor coverings should be mindful of the floor substrate below and that the floor covering will not compress in an uneven manner.

Loads
Individual loads should be stable and self supporting, with a maximum unit weight within the safe working recommendations.

Operating conditions
Components and load data are based on dry internal applications.

Temperature range
+0°C to +40°C.

Note:
For applications that require operating parameters that are outside those indicated above, please contact Dexion for technical guidance on your particular application.

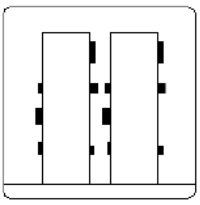
SECTION 2

LOADING AND OPERATION

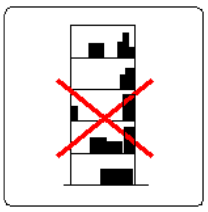
LOADING AND UNLOADING THE UNIT

Never climb on the shelving. To gain access to upper levels suitable equipment should be used, such as steps.

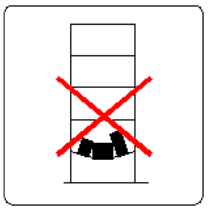
Where ever possible product should be contained within the area of the shelves, overhangs should be avoided as these could be hazardous to other operators.



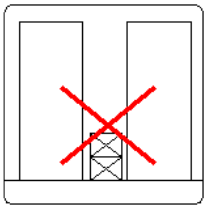
It is better to evenly load the shelving, starting with heavier items on lower shelves and lighter items on upper levels. This lowers the centre of gravity of a loaded cabinet and improves stability. Never place items on top of the unit.



Never overload the shelving.
Shelf, Bay, and Block load limits are defined later in this document

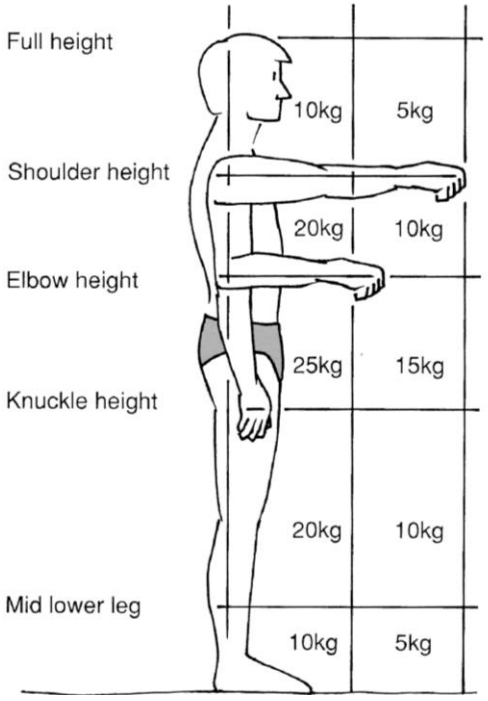


Never store goods in the aisle. Make sure nothing is present in the closing aisle when moving the shelving system.



RECOMMENDED SAFE LOADING FOR MANUAL HANDLING

The following illustration shows the recommended safe loadings for manual handling.



NOTE:

These loadings are for men.

For women these figures should be reduced by a third

GUIDELINES FOR LOWERING + LIFTING

The above figures are a guide only, recognising the wide range of personal capabilities and the diversity of handling situations.

Employers should make suitable and sufficient assessment of content loads when planning and operating their Freetrack system.

SHELF LOADS

The shelving utilised (Dexion Ultima CI-80) in your Freetrack 2 Compactus unit has the following maximum load rating. These ratings are based on a uniformly distributed load.

Shelf Width (mm)	**Shelf depth (mm)**					
	250	**300**	**400**	**450**	**500**	**600**
750	130kg	130kg	115kg	115kg	115kg	115kg
900	130kg	130kg	115kg	115kg	115kg	115kg
1050	80kg	80kg	80kg	80kg	100kg	100kg
1200	80kg	80kg	80kg	80kg	100kg	100kg
Mat. Thickness	0.75	0.75	0.75	0.75	0.95	0.95

Load ratings shown above may be increased with the use of 2x shelf stiffeners if required.

If the shelving is being used for paper filing the figures below may be used as a guide to the actual load of the contents.

Shelf Width (mm)	**Average Weight**	**Max. Weight**
750mm	25kg	37.5kg
900mm	30kg	45kg

Note: For stiffened shelves maximum load ratings are based on industry standard deflection limits (1/175) of the edge of the shelf when subjected to uniformly distributed loads (UDL).

OPERATING THE UNIT

Block Load and Bay Load

The 'block load' is the weight of the number of mobile shelving stacks which may be moved together, while a 'Bay Load' is the weight held inside a Mobile Bay of Shelving.

For ease of movement the block load should not exceed 1000kg for manually operated units. For mechanically assisted units (Mekdrive3) the block load should not exceed 6000kg. These figures are given as a guide only and should be adjusted to suit specific employer occupational health and safety requirements.

Where mobile stacks are fitted with an Aisle lock, no more than 2 mobile stacks should be moved together as a block load. Take care to select the handle/handwheel of the correct mobile stack to 'push' the adjacent unit. Do not use the locking system to 'pull' the adjacent mobile stack as this can damage the lock components.

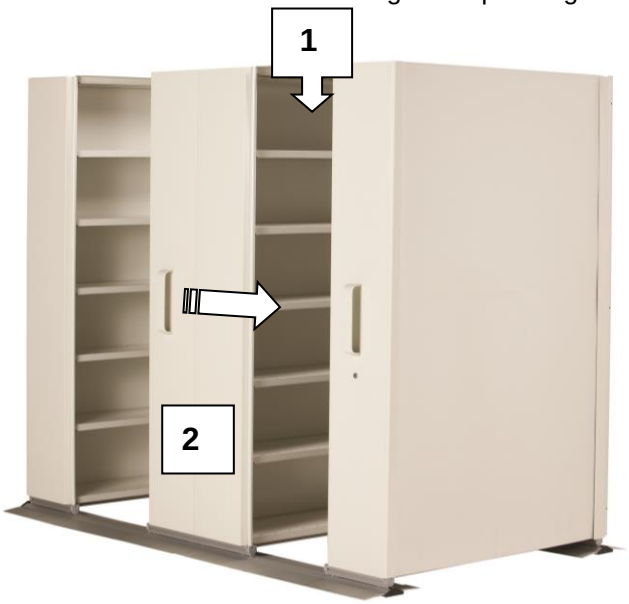
Should you experience a unit that is above your capability to move you should seek advice on if the bay load exceeds this recommendation, **do not attempt** to move more weight than you feel comfortable with.

Manually Operated Units

To move manually operated mobile shelving stacks:

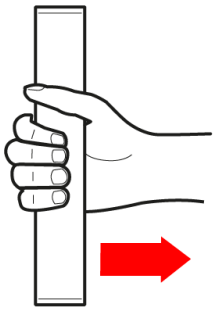
1. First, check that no people or obstructions are present in the existing open aisle.

2. Use the large handles at the end of the stacks to move the mobile shelving to left or right as required to access the desired aisle.



IMPORTANT NOTE: When operating the movement of the bay using the handle follow the below guidelines;

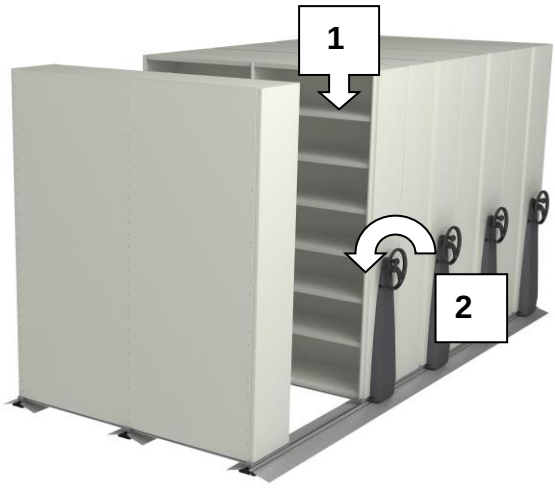
- ✓ Fingers must wrap around the handle as illustrated in Figure 1, 2 and 3. Note: Figure 3 shows a cross section of the hand wheel and grip
- ✓ Use a 'power-grip' when using the handle with a firm grip around the handle; this delivers a more ergonomic movement using the power of your arm and not your palm.
- ✓ With a firm grip pull the block toward you.



Note

- Safety is paramount when using this product due to the high loads held in the units.
- Always ensure aisles are clear of any obstruction or person.
- Ensure the movement of the block is controlled; DO NOT build up speed of the moving block, operation MUST be controlled.
- DO NOT enter the aisle when the compactus is moving, loads can be too high to stop a moving block.
- Care should be taken not to push more bases than is limited by the block load stated on page 2.4 or the operator feels comfortable in moving.
- Observe caution to ensure no parts of the body are pinched between the shelving stacks when the block is closing.

Mekdrive 3 units



To move Mekdrive operated mobile shelving stacks:

1. First, check that **no people** or obstructions are present in the existing open aisle.

2. Rotate the hand wheels of adjoining stacks in a clockwise or anticlockwise direction to access the required aisle.

IMPORTANT NOTE

Outer Wheel Operation:

When operating the outer rim of the hand-wheel follow the below guidelines;

- ✓ Stand facing the unit.
- ✓ Fingers must wrap around the hand wheel as illustrated in Figure 1, 2 and 3. Note: Figure 3 shows a cross section of the hand wheel and grip
- ✓ Maintain a large area of contact on the hand-wheel with no 'spots of high pressure points' and avoid finger tips 'bitting' into the hand-wheel, hand-wheel rear groove or the cross bracing of the wheel.
- ✓ Use a 'power-grip' when using the hand-wheel with the thump straight along the length of the hand-wheel; this delivers a more ergonomic movement using the power of your arm and not your palm.
- ✓ When turning the hand-wheel avoid forearms overlapping, for example: grip the hand wheel at approximately 3 and 9 o'clock [Figure 1] and rotate the wheel to 12 and 6 o'clock. [Figure 2] – NOTE: Avoid positioning hands too close to the wheel support arms to ensure the hand has room on each side.
- ✓ Release the wheel and reposition your hands and repeat

FIGURE 1

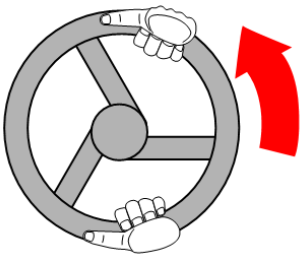


FIGURE 2

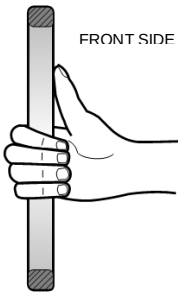


FIGURE 3

Spinner Handle Operation:

When operating the unit using the spinner follow the below guidelines;

- ✓ Operate the unit facing the direction that the unit will move…avoid walking backwards with the unit.
- ✓ Using a power-grip with your stronger arm (typically your righting hand) grip firmly onto the spinner handle.

Note

- Safety is paramount when using this product due to the high loads held in the units.
- Always ensure aisles are clear of any obstruction or person.
- Grip the hand wheel as detailed above, ensure the movement of the block is controlled; DO NOT builds up speed of the moving block, operation MUST be controlled.
- DO NOT enter the aisle when the compactus is moving, loads can be too high to stop a moving block.
- Care should be taken not to push more bases than is limited by the block load stated on page 2.4 or the operator feels comfortable in moving.
- Rotate the hand wheel in a smooth manner using a constant force to avoid strain.
- Observe caution to ensure no parts of the body are pinched between the shelving stacks when the block is closing.

SECTION 3

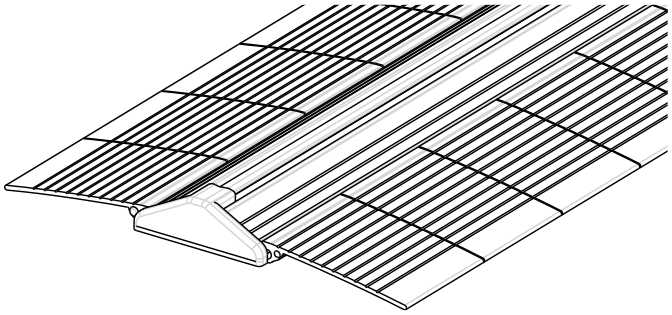
MAINTENANCE

GENERAL CARE

The unit should be given a periodic clear out, dusting and clean using a soft cloth and a non-abrasive, non-solvent based cleaning agent.

INDIVIDUAL ITEMS

Tracks, guides and end stops



- It is important to keep the tracks and guides clear of dirt and any debris. Vacuum or sweep regularly.
- Check track end stops are secure and replace any damaged stops.
- Check that any track joints are secure and Crinolin steel running strips are in good condition.
- Check that ramps are correctly fitted and fully operational.

Check that tracks are level

- If tracks need to be repaired or re-levelled, call an authorised Dexion supplier.
- Check and replace any loose, damaged or worn non-slip tape on Mekdrive installations.

Unit exterior and shelves

- Check panels and shelves for chips or damage.
- Repair minor powder coat damage with spray on touch–up paint.

Locking mechanism

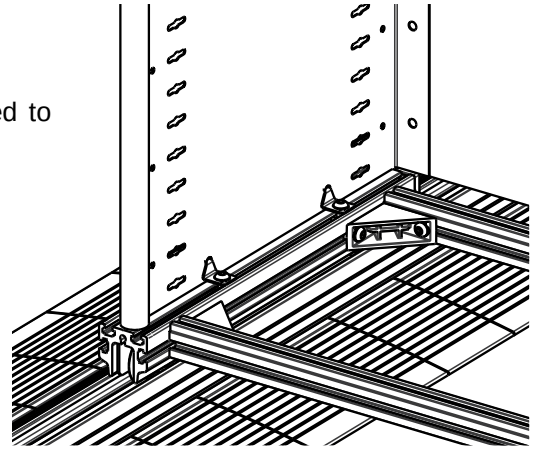
- Check that lock is working properly.
- Lubricate the key way with graphite powder.
- To access locks loosen screws holding finishing panel clamps, slide clamps along slot and remove finishing panel.
- Replacement lock, locking rod, spring and washer are available from any Dexion supplier.

Trolley Assemblies

- Check that all runners and bearings are free of debris and in good working order.
- Arrange replacement through your Dexion supplier, if necessary.
- Check that cross ties are secure.

Frame panel fixing

- Check that frame panels are securely clipped to runners and bolted to top shelves.

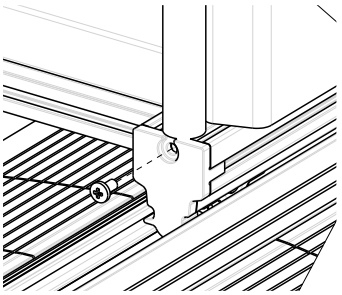


Finishing panels and handles

- Check that the screws holding the finishing panel clamps and handles are tight. These screws are on the opposite side of the frame panel to the finishing panel

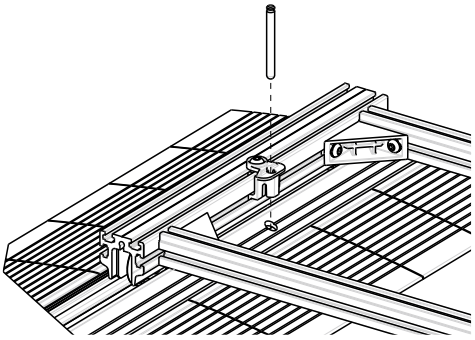
Runner end caps

- The runner end cap is fitted at each end of the runner and includes wings that hook into grooves in the track to prevent the unit from tipping over.
- Check that the runner end caps are secure and in good order.



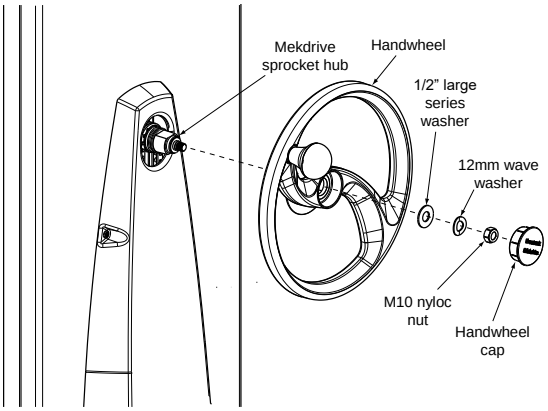
Static pins and lock brackets

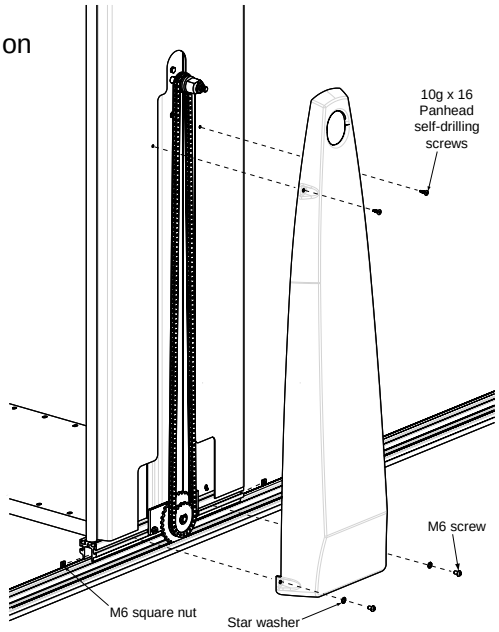
- Static pins and lock brackets are used to fix static runners to the track.
- Check that the bracket fixing is secure and the static pin is correctly fitted and in good order.



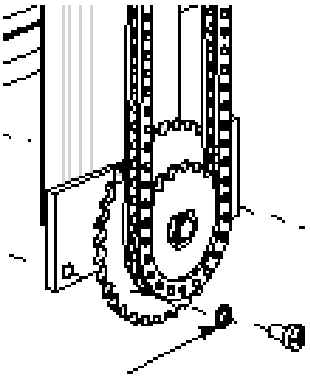
Mekdrive components

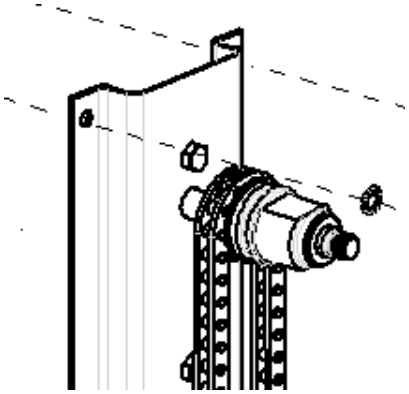
- Remove hand-wheel and cover panel and check chain condition



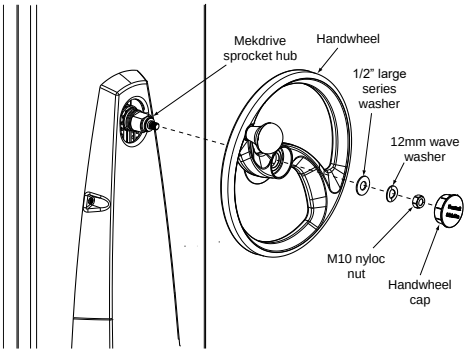


- Replace chains if they are severely worn or damaged
- Check for excessive movement of sprockets on their shafts





- Check that the fixings are all tight
- Replace the cover panel and hand-wheel.



COMMON REPAIR AND REPLACEMENT ITEMS

Code	Description	Unit	Notes
151745	Touch up paint -stone white	Can	
151330	Screw & nut M6x10mm	Pack of 50	
159690	Screw & nut M6x20mm	Each	
161863	Screw no.10x16mm wafer head tek	Each	
162712	End stop cover – Standard	Each	
162718	End stop cover – Mekdrive3 right	Each	
162719	End stop cover – Mekdrive3 left	Each	
162610	Screw M6x8mm socket button head cap	Pack of 100	
162614	Square nut M6	Pack of 100	
162618	Star washer M6	Pack of 100	
162616	Screw M5x10mm pozi cross recessed flat HD	Pack of 100	
162612	Screw M6x10mm socket button head cap	Pack of 100	
162604	Frame clip	Each	
162600	Runner end cap	Each	
162624	Static pin	Each	
162630	Lock bracket	Each	
162632	Lock bracket cover	Each	
152525	Lock flush fitting CP	Each	
162626	Lock Rod FT2 1875-2400 Mkd ZP	Each	
162628	Lock Rod FT2 2175 ZP	Each	
152533	Locking rod spring	Each	1 per rod
152550	Locking rod washer ZP	Each	2 per rod
151320	Shelf clip ZP	Pack of 50	4 per shelf
176260	SUSPENSION FILING RACK 750X400 WHT	Each	
176262	SUSPENSION FILING RACK 900X400 WHT	Each	
176265	SUSPENSION FILING RACK 1050X400 WHT	Each	
176267	SUSPENSION FILING RACK 1200X400 WHT	Each	
176268	SUSPENSION FILING RACK 900X300 WHT	Each	
176269	SUSPENSION FILING RACK 1200X300 WHT	Each	
176250	WIRE FILING RACK 750x400 WHT	Each	
176252	WIRE FILING RACK 900x400 WHT	Each	
176255	WIRE FILING RACK 1050x400 WHT	Each	
176257	WIRE FILING RACK 1200x400 WHT	Each	

Description	Purchase from:
Replacement Keys Series 02 – key number ??? (specify number on lock).	Lock Focus Pty Ltd

SECTION 3 - ENVIRONMENT

ENVIRONMENTAL COMMITMENT

Outlined below is a summary of the Dexion Sustainability Policy. We're committed to:

- Using the best environmentally considerate products available
- Minimising waste and production emissions
- Using energy and resources smartly
- Reusing and recycling resources
- Communicating our sustainability commitment through marketing and print material
- Continuous improvement of our Environmental Management System
- Participating in government supported environmental protection initiatives
- Complying with environmental legislation and industry codes of practice
- Educating employees and contractors about our sustainability philosophy
- Encouraging participation from employees, customers and suppliers in formulating environmental policies

REPLACEMENT PARTS

Replacement parts are available for all Dexion products during their warranty period. Please contact your nearest Dexion sales representative.

PRODUCT STEWARDSHIP

Our Product Stewardship Program is an initiative that will ensure products we manufacture are managed responsibly throughout their lifecycle.

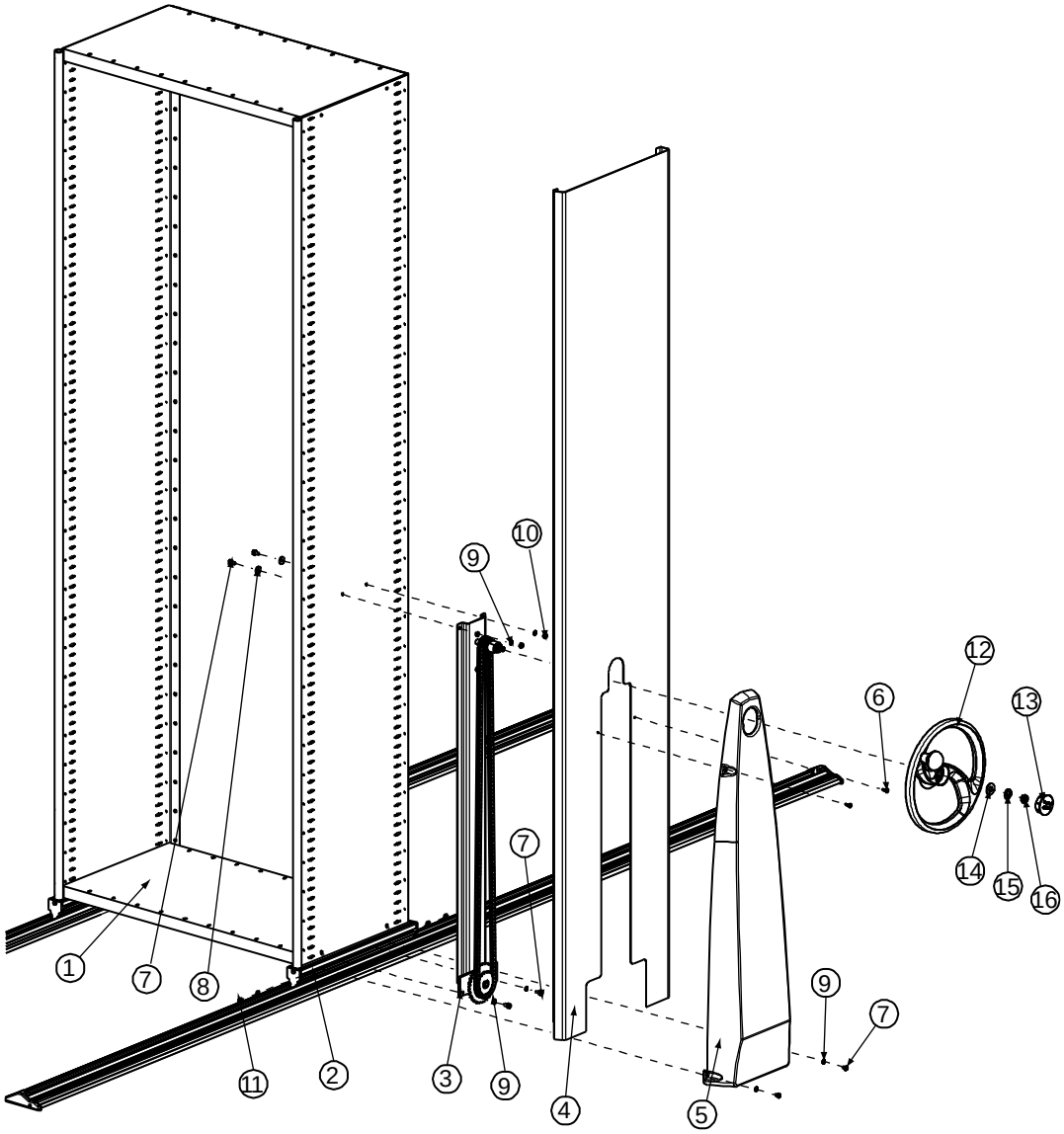
The Program does this by giving customers the option to sell their products back to us or one of our agents. Our job then is either to find a new home for the products, or arrange for their recycling. By working together, we can then be confident that we are all doing our bit for the environment, and reducing the amount of waste sent to landfill.

Costs associated with the de-installation and transportation of the products to their new home or recycler is borne by the customer. No other costs are involved.

DESIGN FOR DISSASSEMBLY

100% of these products by mass can be readily disassembled.

DESIGN FOR DISASSEMBLY



Assembly diagram – Mekdrive

1	Ultima CI-80 Bay assembly	9	M6 star washer (x6)
2	Runner frame	10	M6 Nut (x2)
3	Mekdrive 3 assembly	11	M6 square nut (x4)
4	Mekdrive finishing panel	12	Handwheel
5	Cover panel	13	Handwheel cap
6	10gx16 pan head self-drilling screw (x2)	14	1/2” Large Series Washer
7	M6 x12 pan head screw (x6)	15	12mm Wave Washer
8	M6 mudguard washer (x2)	16	M10 Nyloc Nut