

ROOF HATCH - RETROMOUNT™ - RHRM

Installation & Maintenance Guide | 14I-422

GENERAL:

Roof hatches are designed for safe and easy access to rooftops using interior ladders and stairways. The following guide suggests recommendations; please install according to local building codes. For fixed vertical ladders, position roof hatch so the hinged side is opposite of the ladder at the back side of the climber. For stairways, position the roof hatch so the hold-open arm is at the head of the stairway. The hinged side runs parallel to the stairway.

When mounting roof hatch on pitched roofs up to 7:12, mount hinge side parallel to slope.

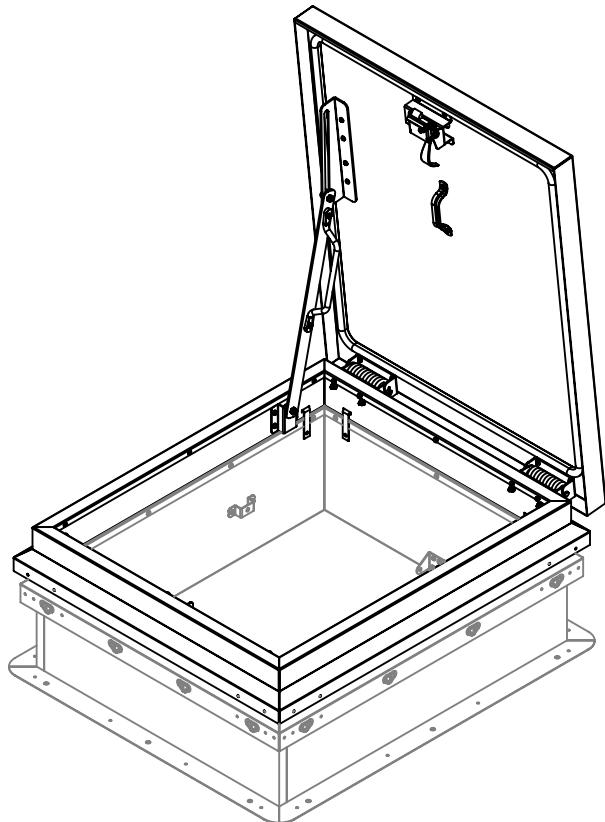
Caution: Roof hatch cover is spring loaded. Make sure hatch is in horizontal position prior to opening cover.

Steel roof hatches come standard with a powder coat finish, so do not need additional paint for corrosion protection. However, to re-coat steel or aluminum follow these Powder Coat Paint Recoating Suggestions:

Abrade the entire paint surface with an abrasive pad or sandpaper to a dull sheen to ensure the topcoat sticks.

It is recommended that all parts be cleaned well, before any paint is applied in the field. After abrading the surface, the parts should be wiped with an alcohol-based product which will clean and help reopen the surface for the best adhesion of the topcoat. Be sure to read the product directions prior to use.

Use a high-quality paint that is suitable for metal. Activar Construction Products Group, Inc. cannot accept liability for the performance of specific brands of paint.



TOOLS AND HARDWARE:

- 3/8" Nut driver (used to fasten 1/4" self-tapping screws)
- Water proof silicone caulk and caulk gun (by others)

INSTALLATION:

1. Remove cover and all other interfering hardware from existing roof hatch curb; including springs, hold open arm, latch catch, hinges as applicable.
2. Clean top of existing roof hatch curb and apply a full bead of silicone caulk (by others) all the way around the existing curb.
3. Place RetroMount roof hatch on top of the existing installed curb. The inside curb dimensions should align.
4. Install the brackets (provided) and fasten to the existing curb with fasteners (provided).

Note: If installing on a concrete curb that does not align with the RetroMount inside curb, bend the brackets to attach the unit.



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OPERATION:

Caution: Make sure to consider weather conditions prior to using the roof hatch. Use caution at all times, especially when hatch cover is open.

Opening from below: Turn slam latch handle and, with one hand, raise cover to full open position while maintaining three points of contact with the ladder.

Closing from below: With door open fully open, descend ladder or stair to a position where your head is at the curb level. With one hand, grasp the red grip handle on the hold open arm and pull forward to disengage. Then, grasp the pull handle to fully close the cover, making sure slam latch engages the catch.

Opening from above: Rotate the exterior turn handle and raise cover to full open position.

Closing from above: Grasp red vinyl grip of the hold open arm and pull to disengage, then push on the handle or edge of the cover to fully close and latch door.

MAINTENANCE:

Manually operate once a year to check functionality of moving parts such as latches, hinges and turn handles. Test outside and inside manual operation of latches. Rotate exterior handle from exterior to release slam latch and open door. From inside, rotate the slam latch lever. Adjust (if required) latch keepers to insure full secure latching in closed position.

Periodically clean latches and strikes of old grease and dirt using a clean dry cloth. Reapply lubrication as needed.