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**INSTALLATION, OPERATION AND MAINTENANCE FOR 1-1/2" THRU 4"
THREAD END VALVES WITH STYLE "A" MANUAL LEVER HANDLE**

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ENGINEERING INSTRUCTION BULLETIN

EIB.: 12.1 ORIGINAL DATE: 3/12/2003 PAGE: 1 of 1 REVISION: Revised DATE:11/5/12

TITLE: STORAGE AND HANDLING OF VALVE ASSEMBLIES

1. INSPECTION PROCEDURE

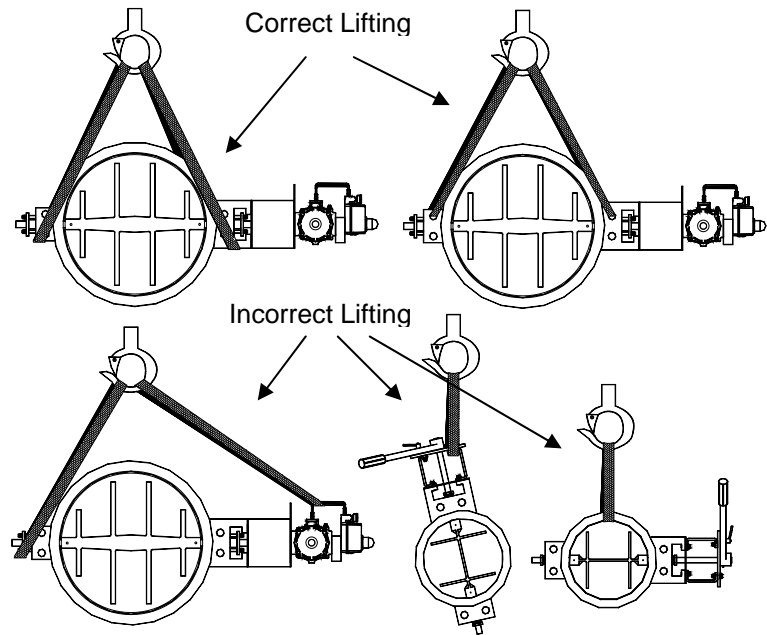
1.1 Valve assemblies should be inspected upon receiving and prior to installation. Carefully remove the valve assembly from its shipping crate or box. Valve and accessories should be inspected for damage. The valve sealing surfaces should be inspected for scratches.

2. HANDLING PROCEDURE

2.1 Never lift or move the valve assembly using the disc, valve seat (bore), shafts or packing follower / nut as a pressure point.

2.2 Never lift or move the valve assembly by using the actuator, positioner, tubing or other attached accessories.

2.3 It is recommended that lifting straps (instead of chains or hooks) be used around the valve stem neck and thru the flange bolt holes for pressure points.



3. STORAGE PROCEDURE

3.1 Valve assemblies should be kept in a clean, heated, weather tight (dry), well-ventilated, storage facility with flooring that seals against dust and dirt and will not be subject to flooding. **Climate controlled storage of cast iron or steel damper-valve assemblies is highly recommended due to the exposed bare metal sealing surfaces necessary for operation (gasket faces, disc to body seats, valve bores, etc.) and due to the electronics and controls many times included.** If outdoor storage is unavoidable for short periods of time, support the valve assembly off of the ground and protect with a watertight cover on all sides.

3.2 Valve assemblies should be stored off of the floor on suitable skids, pallets or racks and protected from dirt, debris and exposure to direct sunlight, particularly to elastomer sealing surfaces.

3.3 Valve assemblies should be protected from rodents, insects or other creatures which can cause damage.

3.4 The proper use of racks, pallets, and handling equipment shall be used. The assemblies should be arranged so as to prevent damage to protruding accessories during storage.

3.5 Valve assemblies with electrical components, pneumatic tubing, positioners, actuators, and other accessories should be protected from impact.

3.6 Rubber seated valves should be stored with the disc slightly opened, (about 5°), if practical.

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ENGINEERING INSTRUCTION BULLETIN

EIB.: 1.2

ORIGINAL DATE: 8/1/89

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REVISION 2

Date: 12/16/91

TITLE: THREAD END BUTTERFLY VALVE INSTALLATION INSTRUCTIONS

1.2 INSTALLATION

- 1.2.1. Remove valve assembly from box or crate with caution. Check assembly for possible damage during shipping.
- 1.2.2. Valves may be installed with flow in either direction and in either a horizontal or vertical line.
- 1.2.3. Check alignment of threaded pipe before installation. Carefully match threads of valve to pipe to avoid any mis-alignment. Do not over tighten.

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ENGINEERING INSTRUCTION BULLETIN

EIB.: 9.1 ORIGINAL DATE: 3/12/2003 PAGE: 1 of 1 REVISION: Released DATE:3/12/03

TITLE: OPERATION & MAINTENANCE FOR THREAD END VALVES

1. OPERATION

- 1.1. To position the disc between 0° (closed) and 90° (open), loosen the thumb screw counterclockwise. Locate the desired disc position. Tighten the thumb screw clockwise until snug.

2. MAINTENANCE

- 2.1. No maintenance is required because of the simplicity of construction.

PDC does not recommend any spare parts for this unit.