



ATECS Filter Damper Installation Instructions

****NOTE**:** If installing **Flat Plate Filter Dampers** extra care must be exercised in handling and installation. Proper double-backed tape bond is part of the Flat Plate Filter Damper's structural integrity. Failure to follow these Installation Instructions VOIDS the Warranty.

1) Remove ATECS damper from shipping bag and confirm ADJUSTMENT MECHANISM works full open / close. If damper binds when test operated, check slide plate perimeter hold down tabs for damage in handling. Make sure the tabs are not touching the slide plate. If they are, use a common, flat screwdriver to bend open the tabs slightly. Do NOT use a drill motor to test the ADJUSTMENT MECHANISM.

****NOTE**:** Follow 3M Scotch VHB Tape installation instructions. 3M Scotch VHB Tape installations override ATECS's instructions.

2) Clean mounting area of filter with isopropyl alcohol & DI Water solution (50% / 50%).

3) Reconfirm damper outside dimensions fit filter extrusion and the two components are in proper alignment.

****NOTE**:** Skip Step 4 if double-backed tape was factory installed on Filter Dampers.

4) Identify style of Filter Damper: Flat Plate Style is literally two flat plates; Plenum/Skirted style has 1" - 2" bent down sides around the full perimeter. **For Flat Plate** style apply 3M VHB 4950/4930 double-backed tape, 3/8" wide, to the full perimeter around the damper bottom. **For the Plenum/Skirted** style apply 3M VHB 4950/4930 double-backed tape, 3/8" wide, to the short/width sides of the damper bottom. Also apply 2" sections near the middle of each of the long sides. Press down with a squeegee per 3M instructions.

5) Remove protective cover on the double-backed tape and mount the ATECS Filter Damper to the filter extrusion. Use a 3M approved pressure roller to press the damper on. Let the damper / filter assembly sit for 90 minutes before installing in ceiling grid to allow double-backed tape to bond.

6) Open damper to 100% open before installing in ceiling grid.

7) Install filter & damper in grid and confirm ADJUSTMENT MECHANISM is accessible through the adjustment hole in the ceiling grid.

DAMPER ADJUSTMENT

1) DO NOT use drill motor to adjust / operate ATECS Damper. The plastic adjustment assembly takes only 3 ½ turns to fully open / close – approximately 30% of full flow per turn. (The metal adjustment assembly takes only 10 turns to fully open / close the ATECS Damper, approximately 10% of full flow per turn.)

2) Adjustment of the ATECS Filter Damper must be done using a Torque-Limiting Screwdriver set at 10 in./Lbs.

ATECS recommends the following tools: (Epoxy Ball-Point Hex Blade in Nut Driver Bit)

1 - Adjustable Torque-Limiting Screwdriver (McMaster-Carr Catalog #107, Part #: 5716A21).

2 - Nut Driver Bit: ¼" Hex Shank to a 3/16" Hex Socket (McMaster-Carr Catalog #107, Part #: 54515A52).

3 - Ball-Point Hex Blade 3/16"; 5-1/2" long (McMaster-Carr Catalog #107, Part #: 6972A22).

Using the described Torque-Limiting Screwdriver set at 10 in./Lbs. - open and close the ATECS Filter Damper.

3) DO NOT turn the ADJUSTMENT MECHANISM past it's stop. Do not FORCE the ADJUSTMENT MECHANISM.