

USER AND MAINTENANCE GUIDELINES FOR ALUMINIUM BUILDING SYSTEMS

1. After the installation of building systems

- The installed door and the openable window must not be used during the next 24 hours to ensure that the structure of the product is completely fixed.
- After the installation of the building system remove the protective films from the surface of the frame at once.
- In case after the installation of the building systems more construction work is carried out nearby, cover the building systems to avoid possible damage.
- When performing the elaboration of the door and window reveals, keep the window closed to avoid dust, plaster, etc. from reaching in between the jamb and the openable part.

2. Cleaning of the building systems

Cleaning may damage the covering and due to that follow the rules as follows:

- Cleaning has to be done at least twice a year.
- Dust and debris between the door and the openable window and the jamb has to be removed by a vacuum cleaner.
- Painted surfaces should be regularly cleaned with a soft cloth and warm water and a detergent solution (e.g. 5% dish washing liquid). All surfaces have to be cleaned with a soft sponge or cloth. After cleaning the surface has to be rinsed properly with clean water.
- After cleaning anodized surfaces may be polished with a dry soft polishing cloth to restore the shining surface and in case of intensive local staining with the abrasive polishing paste and fixed with a layer of special fine preservation substance, which should not contain vax, vaseline, lanolin or similar substances.
- For cleaning the temperature of the covering surface must not exceed 25 C°.
- The temperature of water used for cleaning must not exceed 25 C°. Never use steam cleaners for cleaning the surface.
- Before cleaning the surface, the impact of the cleaning agent has to be tested at a place not visible. In case of side effects the substance should not be used.
- Do not use strong acidic and alkaline cleaning agents, which pH remains below 5 or over 8, also surface active substances, which may react with aluminium.
- Do not use abrasive cleaning agents or rub the surface. When wiping, do not press the cloth against the cleaned surface with too much strength.
- Do not use organic solutions, which may contain ester, acetone, alcohol, aromatic substances, glycol and chlorine carbohydrates, etc.
- Do not use cleaning agents of unknown origin.

- Do not use salt and chemical ice removal agents near profiles.
- The maximum contact time of the cleaning agent must not be over one hour. If necessary, the cleaning procedure may be repeated after 24 hours.
- After each cleaning the surface has to be cleaned with clean cold water at once.
- Periodical cleaning avoids intensive pollution, which is impossible to be removed.
- Regular weekly cleaning is recommended in exterior conditions, where the decorative appearance and protective function is especially important, e.g. entrances into shops, etc.

3. Maintenance of building systems

3.1. Maintenance of doors and openable windows

Regular maintenance of doors and openable windows guarantees their long service life and easy operation.

- Openable windows and doors have to be maintained at least once a year.
- Apply some greasing oil (e.g. special lock oil) on the moving parts of the shutters. The oil must not contain acid or resin.
- To ensure the optimal operation of the locking system, the lock core and the key have to be cleaned and greased regularly. Apply light greasing oil on the key and enter the key in the lock for a couple of times so that it would grease the locking system.
- Check regularly the working order of the locks, handles, hinges, shutters and electrical counter irons and tighten the screws if necessary.
- Grease the packing of the window sheet and the frame with the proper agent (e.g. silicone oil).
- The slow deformation of construction structures and the long-term use of the doors and windows may deteriorate the function, which can be handled by the follow-up regulation of shutters. In case problems contact the sales agency of OÜ Koduaken.

3.2. Maintenance of non-openable windows

- To ensure the operation of non-openable windows, a systematic check-up of the sealing, condensate holes, glasses, glazing slats and joining sheets has to be carried out once a year. In case of problems contact the sales agency of OÜ Koduaken.

3.3. Maintenance of roofs and facades

- To ensure the operation of roofs and facades, once a year systematic check-up of the sealing, condensate holes, ventilation ports, glasses, glazing and covering

slats and joining sheets has to be carried out. In case any problems contact the sales agency of OÜ Koduaken.

4. When using the building systems avoid as follows:

- No addition load that has not been considered during the design period may be imposed on the building system.
- The sheet of the door and the openable window may not be pushed or pressed against the reveal of the window filler.
- Do not hang items in between the sheet of the door and the openable window and the jamb.
- In case of strong wind, never leave doors and openable windows open.
- Avoid work that involves the dispersion of hot particles (welding, polishing, etc) near the building systems.
- Films glued on the glasses have to be coordinated with the sales agency prior.