

POLYAIR

POWERED BY **NUEVOPAK**



X-Fill

User's Guide

X-Fill (Polyair Representative)

POLYAIR

POWERED BY **NUEVOPAK**

User's Guide – X-Fill

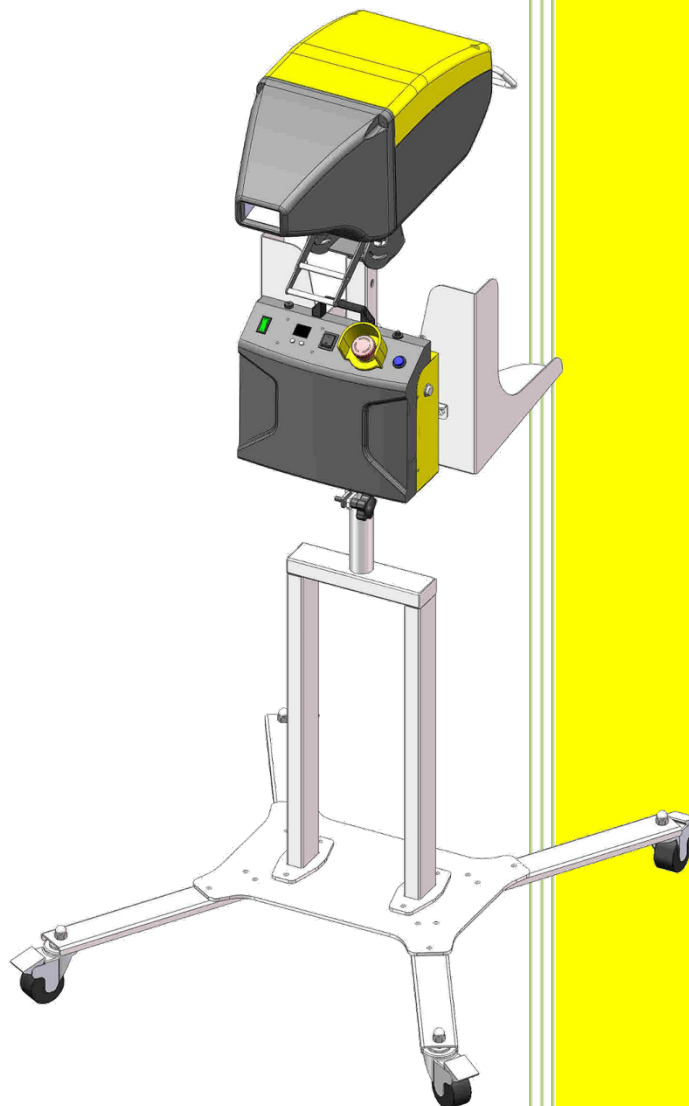


Table of Contents

1.0	About This Guide	2
2.0	Safety.....	3
2.1	Important Safety Instructions (Save These Instructions)	3
2.2	Compliance.....	7
3.0	Overview	9
3.1	System Description	9
3.2	Sequence of Operation.....	10
3.3	Electrical Power Requirements	11
3.4	Paper Types	11
3.5	System Components.....	12
4.0	Set-up	15
4.1	System Set-up - Floor Stand for X-Fill.....	16
4.2	System Set-up – Table Top Stand for X-Fill.....	19
4.3	System Set-up – Head Assembly and Controller of X-Fill	21
4.3	Transport, Handling, and Storage.....	23
5.0	Operation	24
5.1	Loading the Paper Pack	24
5.2	System Controls	25
5.3	Producing Programmed Length Output	27
5.4	Producing Continuous Output.....	28
6.0	Maintenance.....	29
6.1	Maintenance Overview.....	29
6.2	Cleaning Dust from the System	30
6.3	Replacing the Power Fuse.....	32
7.0	Troubleshooting	33
7.1	No Power to the System	33
7.2	Problems with Making Paper Void Fill Material	34
8.0	Customer Service	36
8.1	Who to Contact	36
8.2	Using Technical Support	36

1.0 About This Guide

The *User's Guide—X-Fill* is written and illustrated to easily familiarize the operator with system safety, system operation, and performing maintenance.

Information symbols used throughout this guide:



This “**BOLT OF LIGHTNING**” symbol indicates that there is non-insulated material within your unit that may cause an electrical shock.



This “**ENTRAPMENT**” symbol indicates that there are paper forming gears within your unit that can cause injury.



This “**READ MANUAL**” symbol calls attention to the importance of reading and understanding the provided user's guide.



This “**GOGGLES**” symbol calls attention to the need to wear protective eye wear while performing maintenance and repair procedures.



This “**EAR PROTECTION**” symbol calls attention to the need to wear ear protection during operation.



This “**EXCLAMATION POINT**” symbol calls attention to equipment features that you should be familiar with by reading the enclosed literature. This will help prevent operating problems.



This “**TRIANGLE**” symbol calls attention to special notes that will enhance operating and maintenance procedures.

Definitions used throughout this guide:

- A *Machine* is defined as the X-Fill which is manufactured by Nuevopak.
- An *Operator* is defined as those individuals who have been trained by a **factory** representative and are authorized to operate the system as outlined in this guide, the **User's Guide – X-Fill**.



WARNING! Only *Qualified Service Personnel* who have been trained by a Nuevopak representative are allowed to perform maintenance and repair procedures.


- *Qualified service personnel* is defined as those individuals who have been trained by a Nuevopak representative and are authorized to: operate the system, and to perform maintenance and repair procedures as outlined in the *User's Guide—X-Fill*.
- A *Polyair representative* is defined as those individuals who are authorized to: install and decommission the system, operate the system, train *operators*, train *qualified service personnel*, and to perform all maintenance and repair procedures as outlined in the *User's Guide—X-Fill*.
- A *user* is defined as the joint name of *operators* and *qualified service personnel*.
- *Paper jam* is defined as the case that the void fill paper is jammed in the forming gears after a mistaken operation.


NOTICE


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2.0 Safety


2.1 Important Safety Instructions (Save These Instructions)


1.  **Read and thoroughly understand this guide.**
2. **Before operating the X-Fill, be sure of the following:**
 - The operator has received full training by an authorized Polyair representative.
 - The operator has read and understood all safety instruction labels attached to the system.
 - In the event of an accident, seek medical attention as required. Turn the system OFF and disconnect and lockout the main power until the unit can be inspected by a Polyair representative or *qualified service personnel* that have been trained by a Polyair representative.
 - Connect to a properly grounded outlet only. For grounding instructions – see 3.3 *Electrical Power Requirements*.


 **WARNING!** Failure to properly ground the system could create an electrical shock hazard.

 **WARNING!** A qualified electrician should be consulted if there is any doubt as to whether an outlet box is properly grounded.

 - To disconnect, turn all controls to the OFF (“O”) position, then remove the plug from the outlet.
 - Do not unplug by pulling on cord. To unplug, grasp the plug, not the cord.
 - Unplug from the outlet when not in use and before servicing or cleaning.
 - The *X-Fill* is for intermittent use and should not be run continuously for more than 1 minute.
3. **The paper void fill material created by the X-Fill is intended to be used only as packaging material.**
4. **The operator should not perform any maintenance or repair procedures other than the procedures specified in the 6.0 Maintenance section of this User’s Guide—X-Fill:**
 - In the event of a breakdown or if operation of the system differs from the descriptions in this guide, turn the system OFF and disconnect and lockout the main power until the unit can be inspected by an Polyair representative or qualified service personnel that have been trained by a Polyair representative.
 - Changes or modifications not expressly approved by Polyair could void the user’s authority to operate the equipment.

 **WARNING!** Do not attempt to repair or modify the *X-Fill* other than those procedures outlined in the 6.0 Maintenance section of this *User’s Guide—X-Fill*. All other repairs must be done by an Polyair representative or *qualified service personnel* that have been trained by an Polyair representative.

 **WARNING!** Use protective eye wear as indicated when performing maintenance and repair procedures.

 **WARNING!** Do not open up the electrical cabinet.

2.1 Important Safety Instructions (cont.)

5. Lockout/Tagout(LOTO):

- All maintenance procedures should be performed in the approved manner using Lockout/Tagout procedures.
- The equipment may be isolated from its energy source by unplugging the *X-Fill* power cord plug with an electrical lockout cover and locking.
- Prior to beginning maintenance procedures always verify that de-energization for Lockout/Tagout has been PERFORMED.



Note: Do not operate any equipment with damaged, loose, or malfunctioning components. Contact your authorized distributor or Polyair representative.

6. Inspect at regular intervals to ensure that:

- Component cables are not cut, broken, or damaged.
- Cords or plugs are not damaged.
- No components are loose.
- All controls and indicators function properly.
- Do not operate any system with a damaged cord or plug, or after the system malfunctions or is dropped or damaged in any manner. Return the system to the nearest authorized service facility for examination, repair, or electrical or mechanical adjustment.

7. Airborne noise emission:

- The A-weighted emission sound pressure level at the work station is 80dB(A) with a measurement uncertainty of 2.5dB. Measurement standard EN ISO 11202:2010.



WARNING! Wear ear protection during operation.

8. Use of Nuevopak Materials and Accessories:

- We strongly recommend that customers use only *X-Fill* paper with the *X-Fill* and that the *X-Fill* be used only in connection with accessories supplied by Nuevopak. We can assume no responsibility when other materials are used in the *X-Fill* and we reserve the right to refuse to service any *X-Fill* if non-*X-Fill* paper or parts have been used. Service includes, without limitation, providing repairs and maintenance services, supplies and parts.

9. Paper packs are heavy:

- Paper packs should be lifted with caution.



CAUTION! The paper pack is heavy – see *Table 3-3*.

2.1 Important Safety Instructions (cont.)

10. Environmental conditions:

- Storage temperature: $-4^{\circ} \sim 122^{\circ} \text{F} / -20^{\circ} \sim 50^{\circ} \text{C}$
- Operating temperature: $46^{\circ} \sim 95^{\circ} \text{F} / 8^{\circ} \sim 35^{\circ} \text{C}$
- Storage humidity: “dry” $\sim 95\%$ (in protective packaging)
- Operating humidity: $30 \sim 90\%$
- Electrical equipment shall be capable of operating correctly when the relative humidity does not exceed 90% at a maximum temperature of 20°C
- Electrical equipment shall be capable of operating correctly at altitudes up to 1000m above mean sea level.



WARNING! Neither the machine as a whole nor its internal components are intended for use in with or around potentially flammable or explosive materials.



Note: Do not use outdoors.

11. Residual risk:

Safety guarding is incorporated into the *X-Fill* but minimal exposure is present at:

- Paper entrance chute – keep clothing, hair, and jewelry out of the entrance chute.
- When the front cover is taken away, the knife blade is exposed. Care and avoidance needs to be taken.
- Keep away from the sharp edge of the running paper.

12. Safety Devices – see *Figure 2-1*:

The following are safety devices for the X-Fill:

- **Emergency stop button (E-stop)** – This switch, located on the electrical cabinet, when pushed interrupts power to the drive motor and the knife.
- **Front cover safety switch** – The switch, when the front cover is removed, interrupts power to the drive motor.
- **Cover** – Front and top covers guard against access to moving parts and the knife during operation.

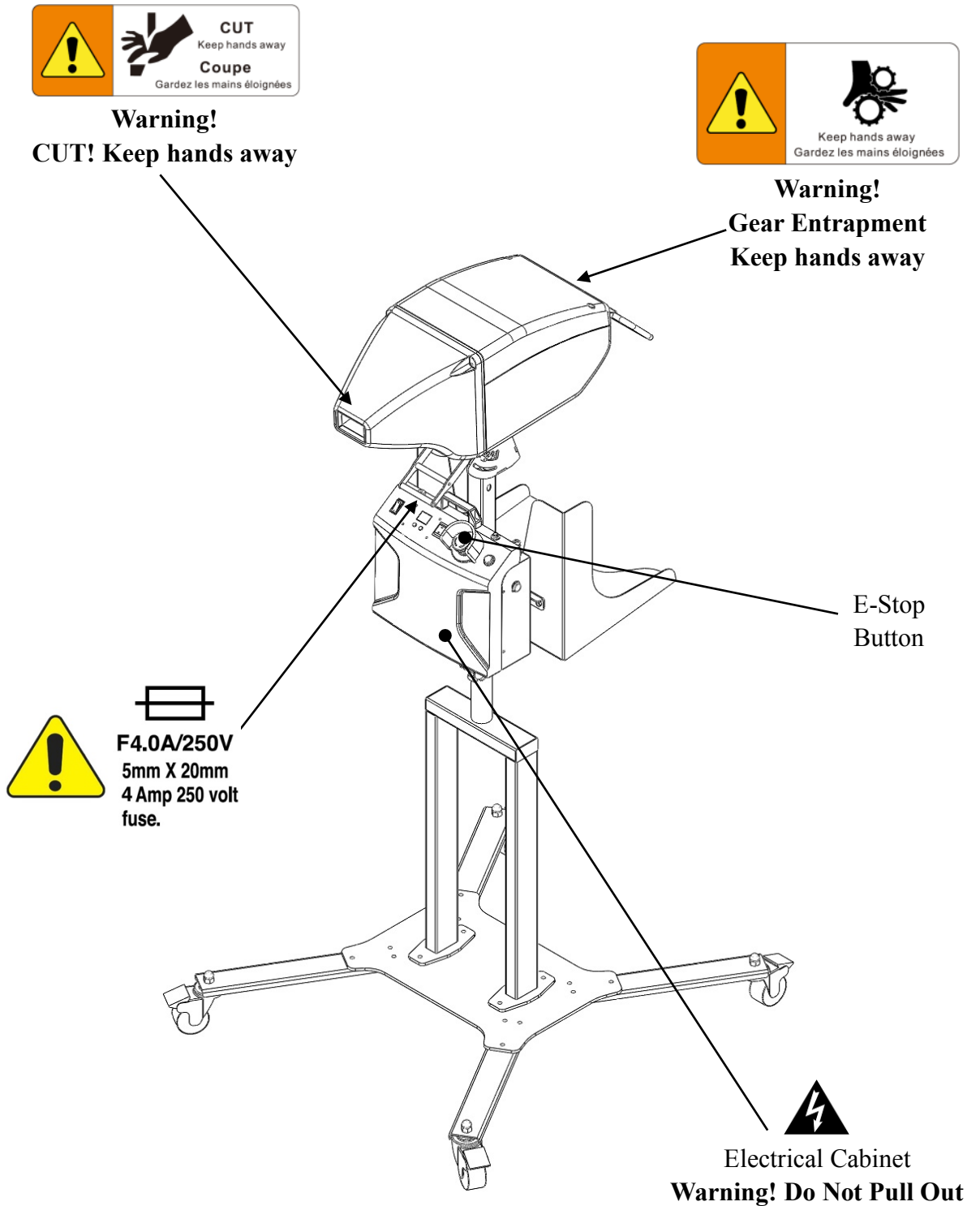


WARNING! Do not remove or tamper with the following built-in safety devices.



WARNING! Do not open the covers except where instructed in the *6.0 Maintenance* section of this guide. The guards and access covers should be removed only by an authorized Polyair representative or *qualified service personnel* that have been trained by a Nuevopak representative.

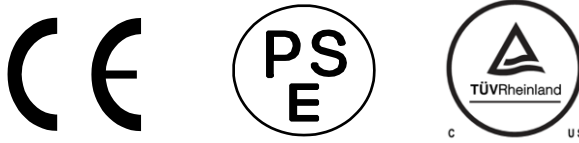
2.1 Important Safety Instructions (cont.)



**Safety Devices
Figure 2-1**

2.2 Compliance

The X-Fill Paper Void Fill System is eligible to bear the CE, PSE, and the TUV Mark shown with adjacent indicators ‘C’ and ‘US’.



EC Declaration of Conformity according to
 EC Machinery Directive 2006/42/EC
 Low Voltage Directive 2006/95/EC
 EC EMC Directive 2004/108/EEC
 RoHS Directive 2011/65/EU

We herewith declare,
 Nuevopak Co.Ltd.

Unit B, 6/F, Hennessy Plaza, 164-166 Hennessy Road, Wanchai, Hong Kong.

that the following product complies with the appropriate basic safety and health requirements of the EC Directive based on its design and type, as brought into circulation by us. In case of alteration of the product, not agreed upon by us, this declaration will lose its validity.

Product Description: Paper Packaging System
 Model Number: X-Fill Paper Void Fill System

Authorized on behalf of Nuevopak Co. Ltd.

Applicable Harmonized Standards:

- EN 60204-1: Safety of Machinery – Electrical equipment of machines
- EN 13849: Safety of Machinery – Safety related parts of a control system
- EN 14121: Safety of Machinery – Principles for risk assessment
- EN ISO 12100-1: Safety of Machinery – Basic terminology, methodology
- EN ISO 12100-2: Safety of Machinery – Technical principles and specifications
- EN ISO 13857: Safety of Machinery – Safety distance to prevent danger zones being reached by upper limbs
- EN 349: Safety of Machinery – Minimum gaps to avoid crushing of the human body
- EN 953-1: Safety of Machinery – General requirements for the design and the construction of fixed and removable guards
- EN 61000-6-4: Generic Emissions, Industrial Environment
- EN 61000-6-2: Generic Immunity, Industrial Environment
- EN 61000-4-2: ESD
- EN 61000-4-3: Radiated immunity
- EN 61000-4-4: EFT
- EN 61000-4-5: Surge
- EN 61000-4-6: Conducted immunity
- EN 61000-4-11: Voltage dips and interruptions

2.2 Compliance(cont.)



FCC

This equipment has tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

This device complies with part 15 of the FCC Rules.

Operation is subject to the following two conditions: (1) the device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation. Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

NOTE: This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment.

This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications.

Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

3.0 Overview

3.1 System Description

The X-Fill Paper Cushioning System creates on-demand protective *void fill* material from a pack of fanfolded kraft paper. There are two (2) configurations:

- Floor Stand for X-Fill
- Table Top Stand for X-Fill

The X-Fill paper void fill material can be dispensed in two (2) modes:

- **Continuous Output**
This mode produces a continuous stream of void fill material using the foot switch or start button - see *5.3 Producing Programmed Length Output*.
- **Programmed Length Output**
This mode produces a programmed length of dispensed void fill material by setting a timer and then using the foot switch or start button to dispense - see *5.4 Producing Continuous Output*.

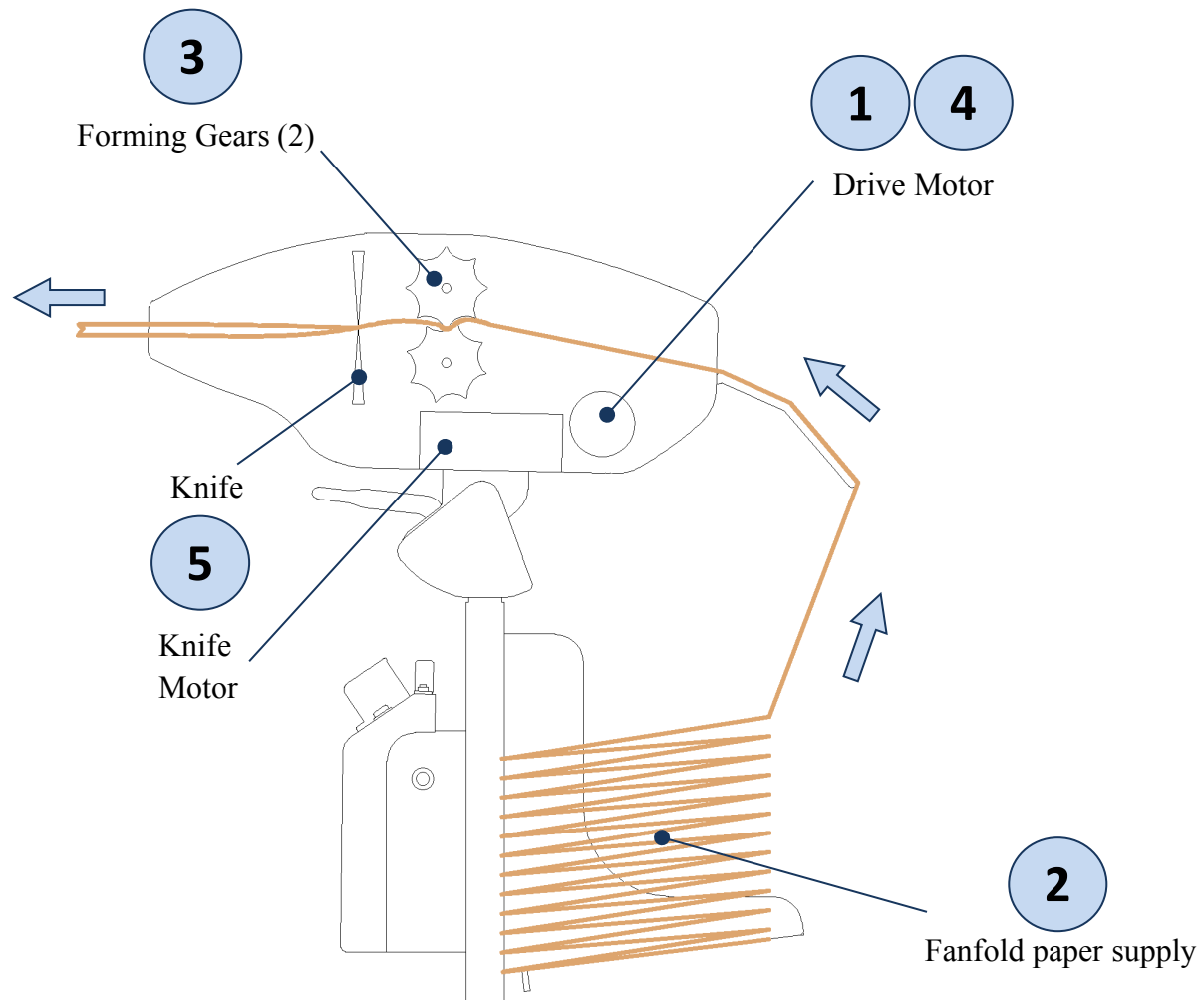
Once dispensed, the void fill material is automatically cut and separated.

3.2 Sequence of Operation

Continuous Stream Output Mode

Dispenses a continuous length of paper void fill material using the *Foot Switch*.

1. The operator presses and holds the foot switch and the drive motor is activated.
 - △ **Note:** The X-Fill System is for intermittent use and should not be run continuously for more than 1 minute.
2. The paper is pulled from the fanfold paper supply.
 - △ **Note:** Regardless of the paper type, the feed and cut mechanisms are identical.
3. The paper is passed through the forming gears.
4. When the desired length of paper material is dispensed out the exit chute, the operator releases the foot switch (not shown) and the drive motor stops.
5. The knife motor automatically activates the knife to separate the dispensed paper from the paper web.



Sequence of Operation
Figure 3-1

3.3 Electrical Power Requirements



WARNING! Use of an improperly rated or an ungrounded extension cord could create an electrical shock hazard as well as operational problems.

X-Fill	Receptacle Type	A/C Voltage	Phase	Current
Model No.: XFI-0-U	NEMA 5-020R	100-240VAC 50/60Hz	Single Phase Grounded	15A Service 2.5A
Model No.: XFI-0-E	CEE7/7	100-240VAC 50/60Hz	Single Phase Grounded	15A Service 2.5A

**Electrical Power Requirements
Table 3-2**

3.4 Paper Types



Note: The use of non-Neuvopak materials will cause material production problems, may damage the equipment, and will reduce the quality of packaging protection.



WARNING! The paper supplies are heavy – see the weights below.

X-Fill Paper	Type	Material Dimensions	Material Length	Material Weight
X500500B	30# 15" single ply Fanfold Paper	15" x 11" x 6"	1650'	21 lbs
X700360B	44# 15" single ply Fanfold Paper	15" x 11" x 6"	1188'	22.5 lbs

**Paper Types
Table 3-3**

3.5 System Components

1. ON/OFF Power Switch

This switch controls incoming power to the system. It is located on the top of the controller.

2. Emergency Stop Switch (E-Stop)

This switch when pushed, disables the drive assemblies. It is located on the top of the controller.

3. VAC Power Cord

This cord must be plugged into a properly rated receptacle – see *3.3 Electrical Power Requirements*.

4. Control Panel

This panel contains the controls used to operate and program the system – see *5.2 System Controls*.

5. Controller

This box contains the system electronics.



WARNING! Do not open the controller.

6. Paper Entrance Chute

The leading edge of the paper web is fed into this chute.



CAUTION! Risk of Entrapment. Keep fingers, hair, and jewelry away from this opening while paper is fed into the system.

7. Paper Exit Chute

The protective packaging paper material exits the system from this point.

8. Fanfold Paper Supply

See *5.1 Loading the Paper Pack*.



Note: See *Table 3-3 Paper Types* for sizes and weights.

9. Angle Shelter

Set the head angle by angle shelter under the machine.

- The use method of the Angle Shelter – see *Figure 3-4*.

3.5 System Components (cont.)

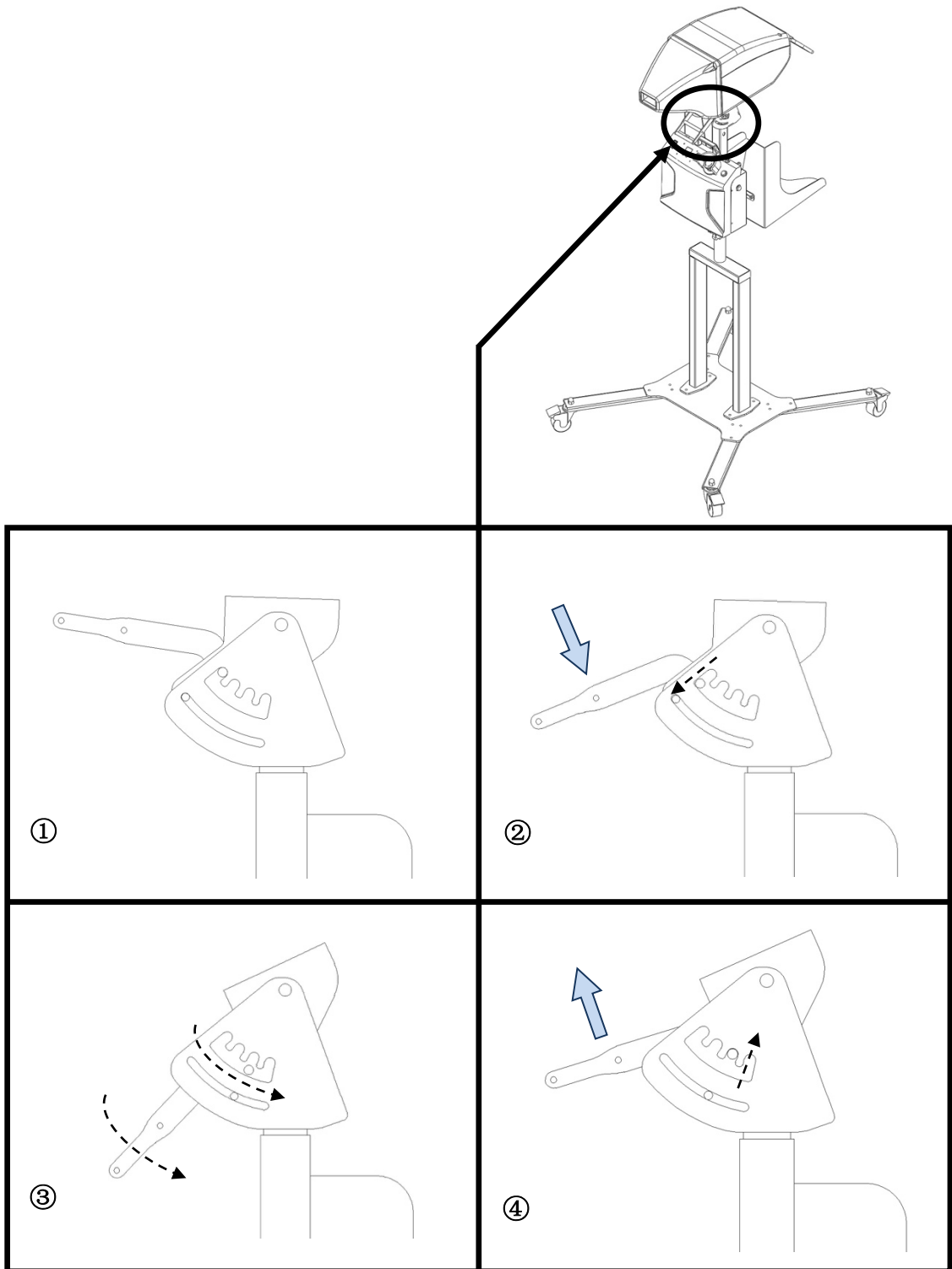
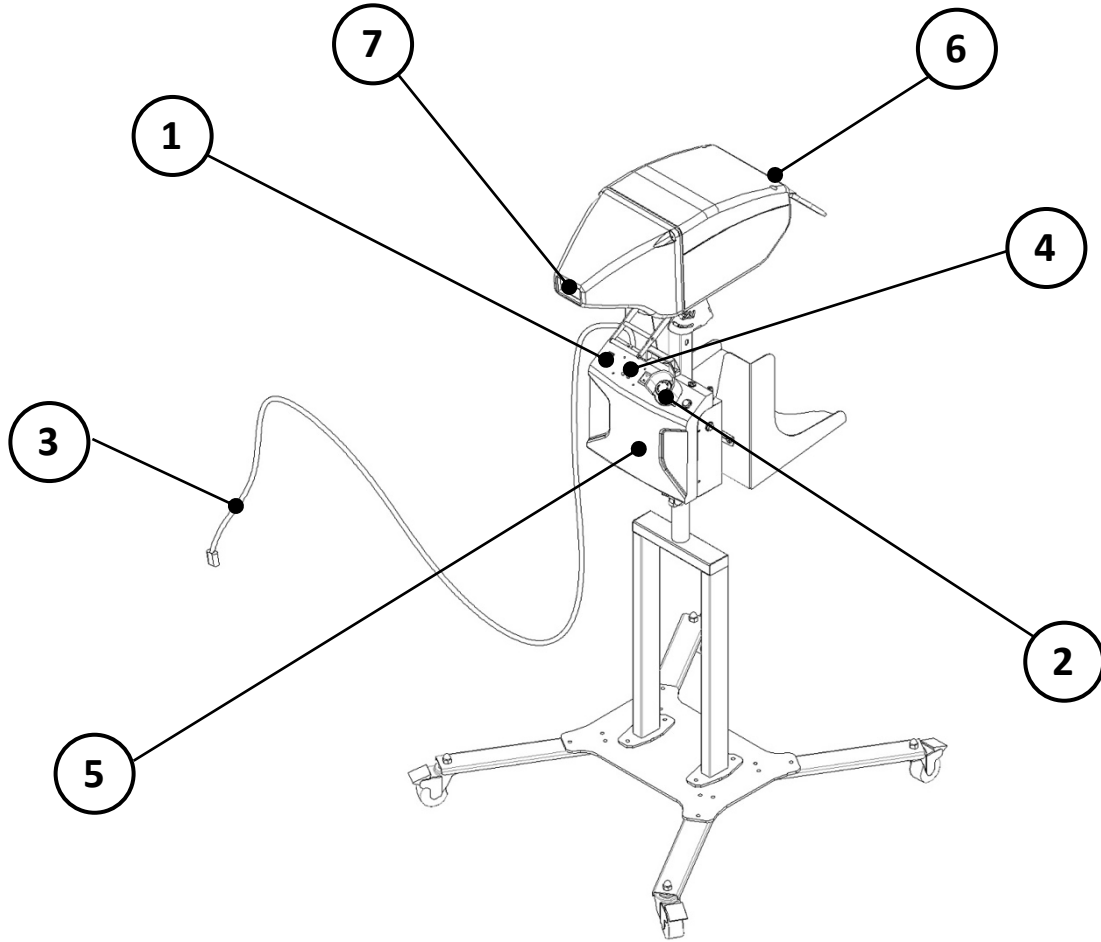


Figure 3-4

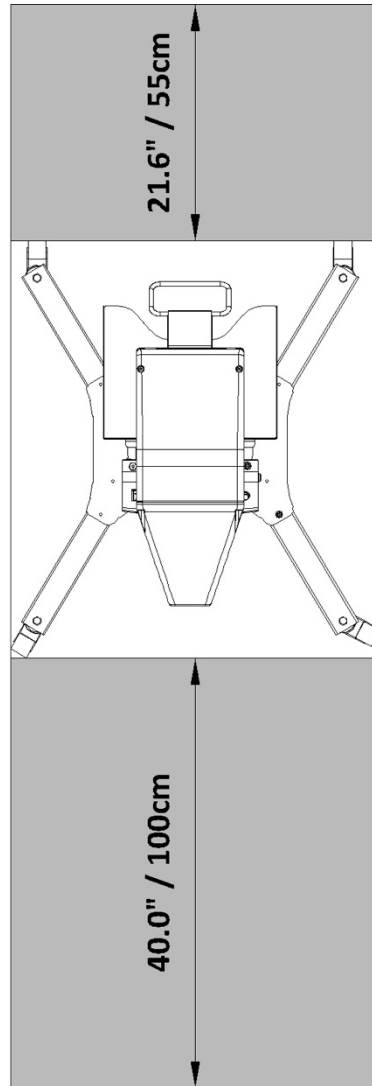
3.5 System Components (cont.)



Component Location
Figure 3-5

4.0 Set-up

Be sure to review your packaging application needs with your distributor or Polyair representative to determine the most effective X-Fill System solution.



System Set-up
Figure 4-1


X-Fill (Polyair Representative)

4.1 System Set-up - Floor Stand for X-Fill

1. Uncrate the system with the help of your distributor or Polyair representative.
2. Setup the Floor Stand for X-Fill:

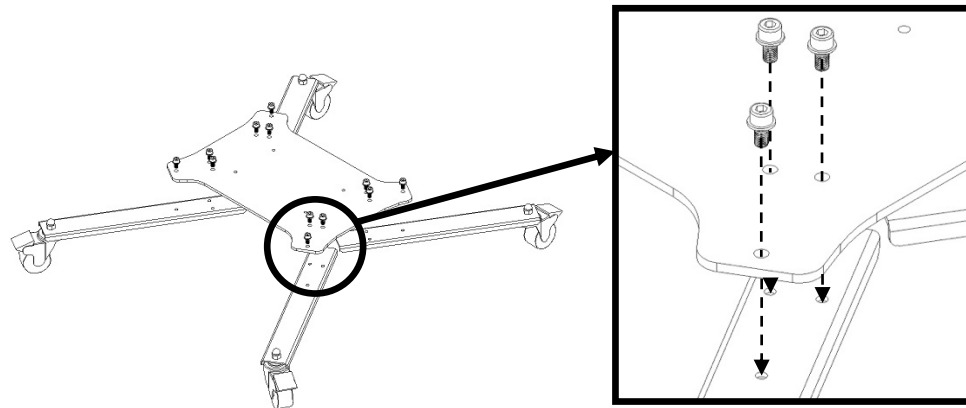
- Tools required:
Hex key.

- Install the Floor Stand for X-Fill:

 **WARNING!** The floor stand is heavy and weights 57 lbs / 26kg.

Open the carton box Part#: XFI-A3000 – Floor Stand Assembly.

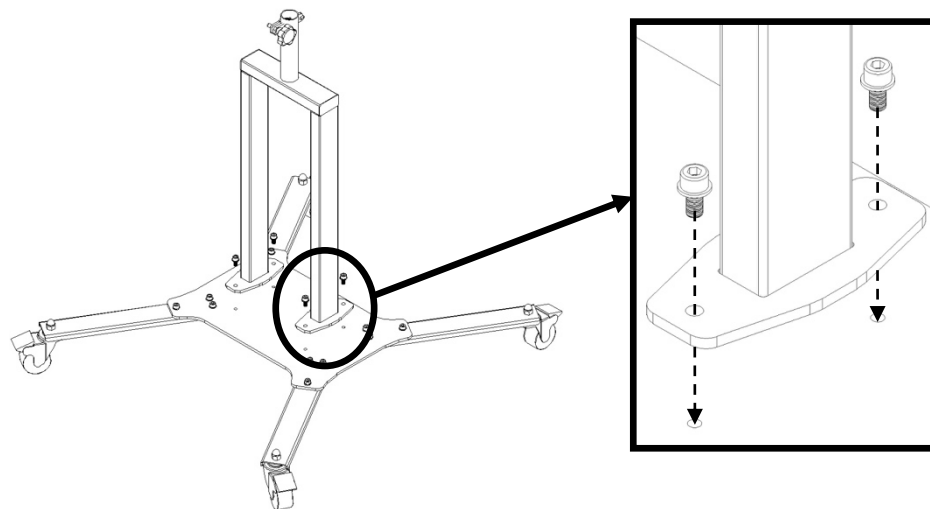
Step 1: Install the four casters of the Floor Stand.



Install the Floor Stand – Step 1

Figure 4-2

Step 2: Install the first vertical part of the Floor Stand.

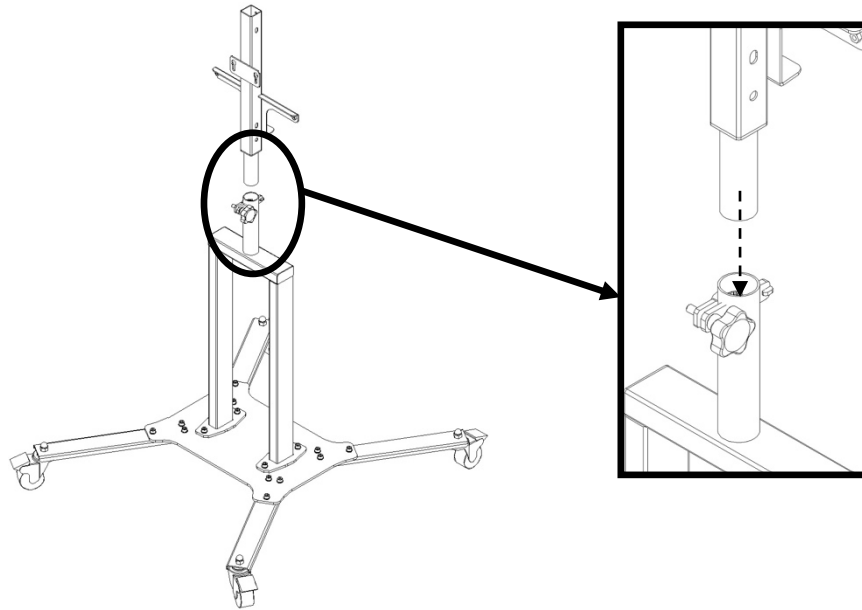


Install the Floor Stand – Step 2

Figure 4-3

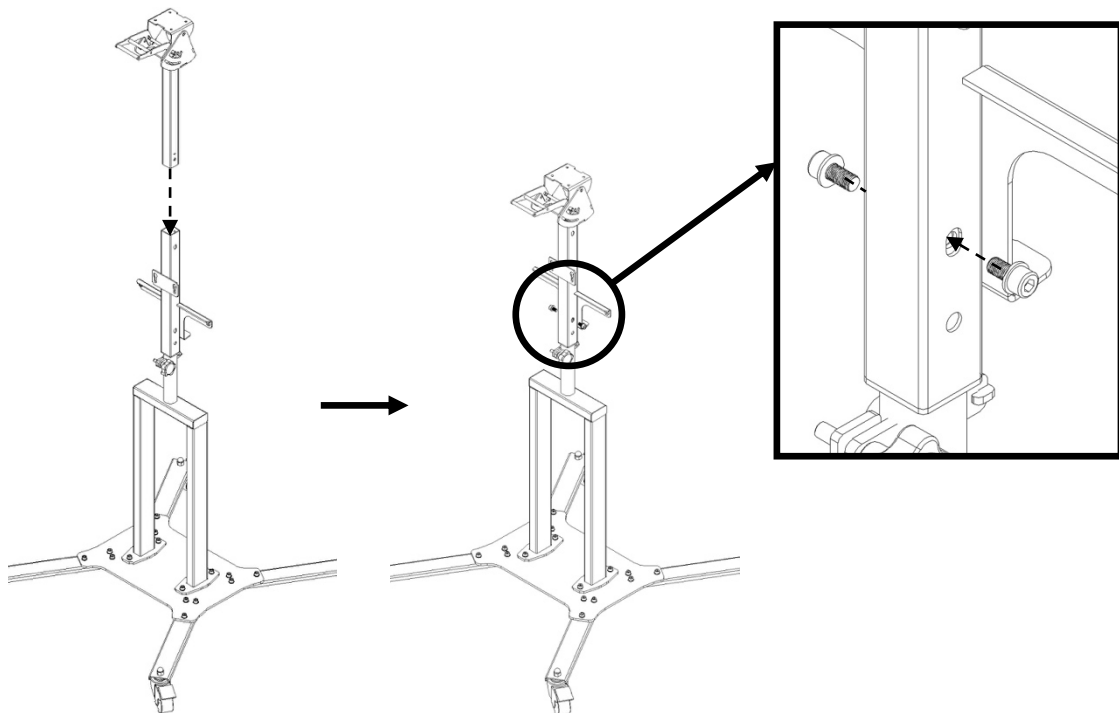
4.1 System Set-up - Floor Stand for X-Fill (cont.)

Step 3: Place the second vertical part on designated location.



Install the Floor Stand – Step 3
Figure 4-4

Step 4: Place the Angle Shelter on the designated location and tight up by screws.

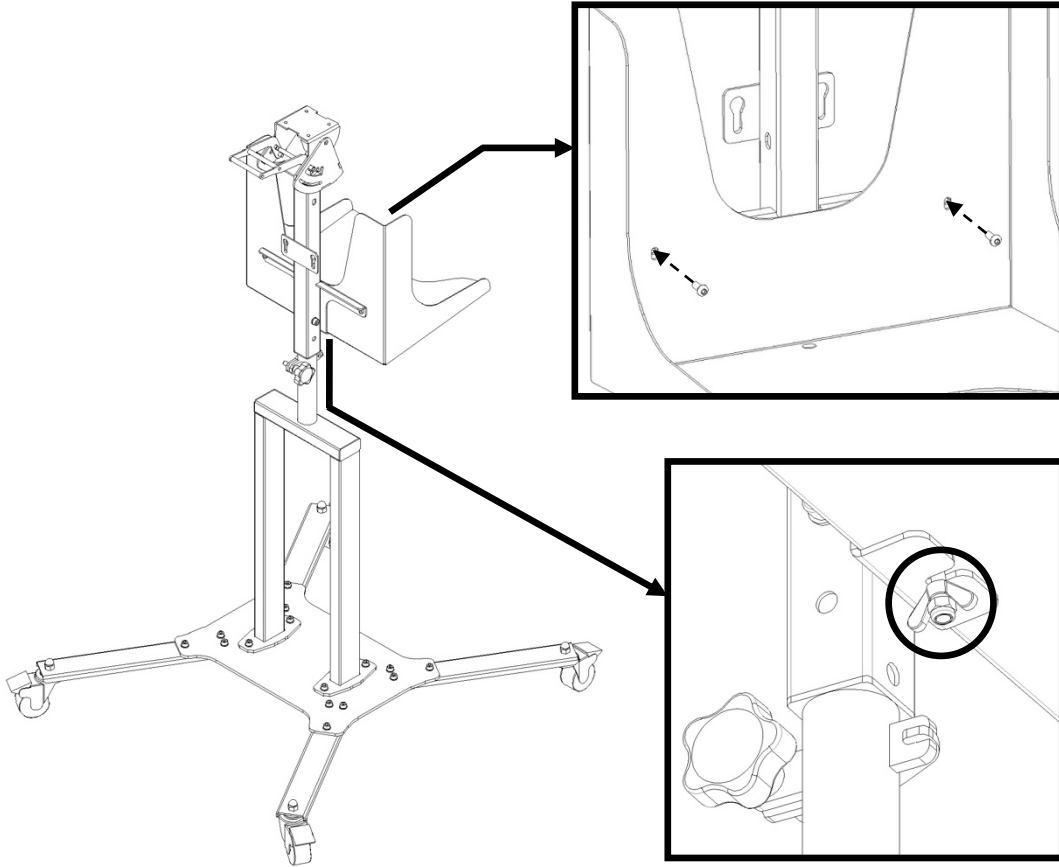


Install the Floor Stand – Step 4
Figure 4-5

4.1 System Set-up - Floor Stand for X-Fill (cont.)

Step 5: Loosen the pre-installed screws up, and install the paper holder.

Step 6: Tight up the paper holder by the butterfly nut.




Install the Floor Stand – Step 5 & Step 6
Figure 4-6

4.2 System Set-up – Table Top Stand for X-Fill

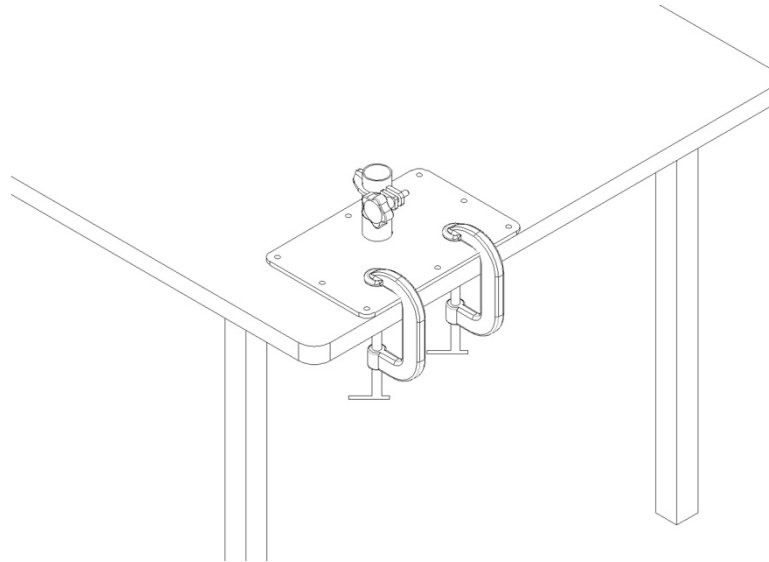
1. Uncrate the system with the help of your distributor or Polyair representative.
2. Setup the Table Top Stand for X-Fill:

- Tools required:
Hex key.
- Install the Table Top Stand for X-Fill:

 **WARNING!** The table top stand is heavy and weights 34.2 lbs / 15.6 kg.

Open the carton box Part#: XFI-A3000 – Table Top Stand Assembly.

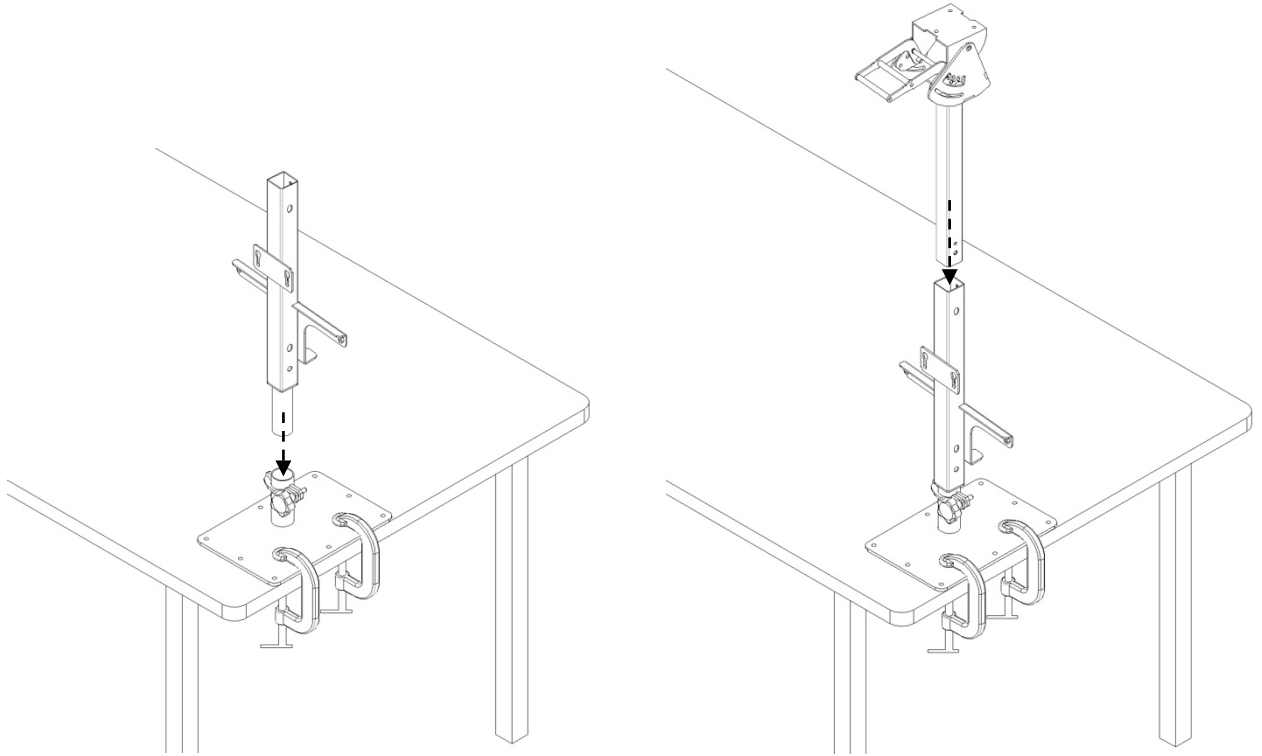
Step 1: Place the Table Top Stand on the work table, then use G Clamp to fasten it.



Install the Table Top Stand – Step 1
Figure 4-7

4.2 System Set-up – Table Top Stand for X-Fill (cont.)

Step 2: Install the vertical part and the angle shelter of the Table Top Stand.



Install the Table Top Stand – Step 2
Figure 4-8

4.3 System Set-up – Head Assembly and Controller of X-Fill

1. Install the Head Assembly and Controller of X-Fill. Both on the Floor Stand and on the Table Top Stand installation methods are the same.

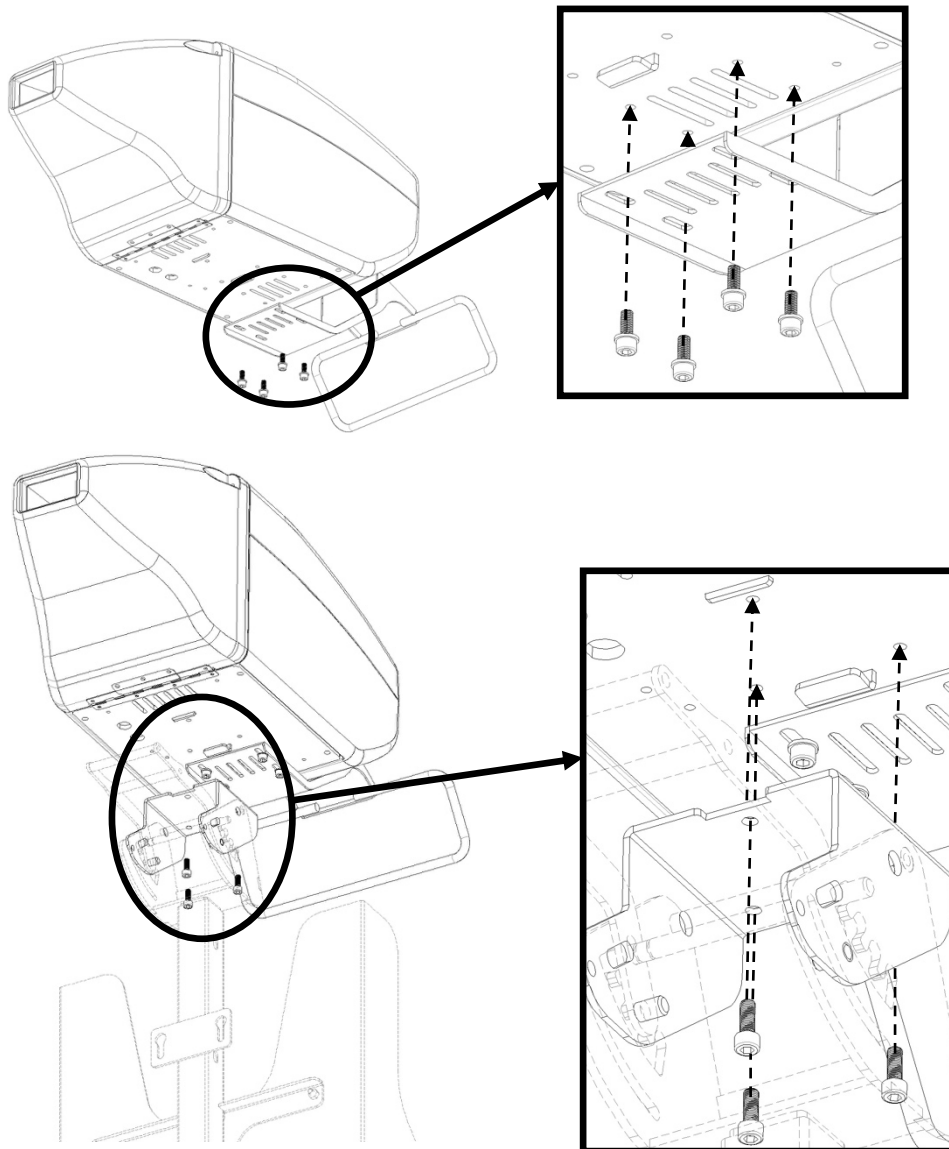
- Tools required:
Hex key.

Step 1: Install the Head Assembly:

⚠ WARNING! The Head Assembly are heavy and weight 39lbs. / 18kg.

Open the carton box Part#: XFI-A1000 – Head Assembly.

Disassemble the pre-installed screw from the Head Assembly, then placed the Head on the angel shelter and tight up by screws - see *Figure 4-9*.



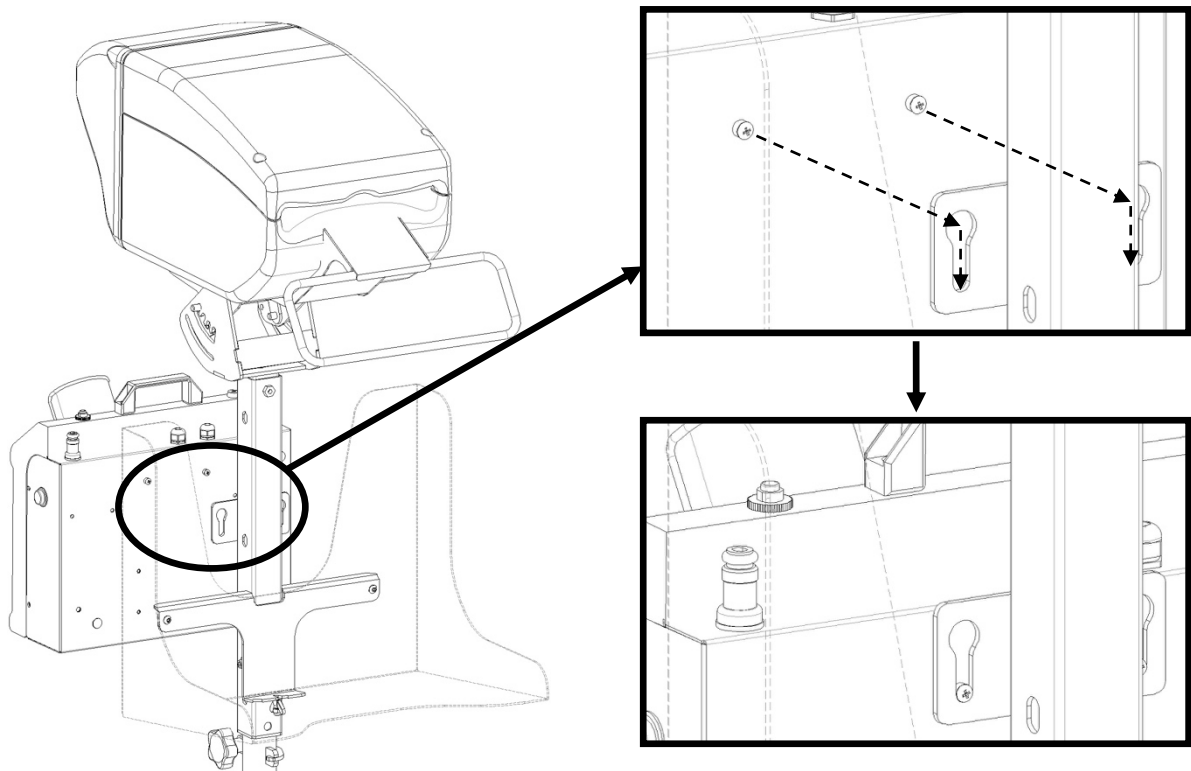
Install the Head Assembly
Figure 4-9

4.3 System Set-up –Head Assembly and Controller of X-Fill (cont.)

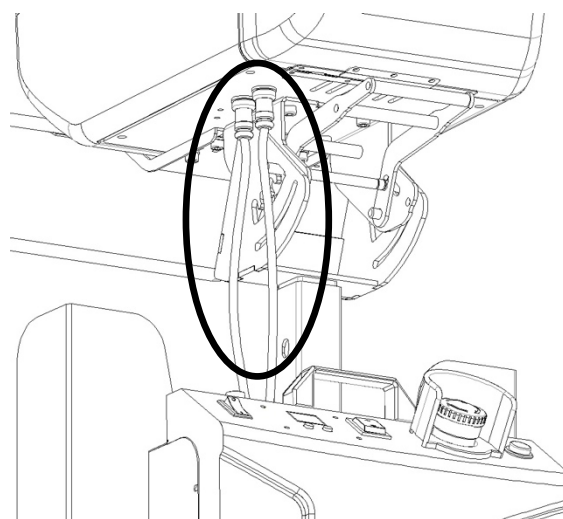
Step 2: Install the Controller:

⚠ WARNING! The Controller is heavy and weight 18lbs. / 8kg.

Open the carton box Part#: XFI-A2000 – Controller w. Foot Switch. Place the Controller on the designed location.– see *Figure 4-10*. Then connect the two cables of the Controller with the Head Assembly – see *Figure 4-11*.



Install the Controller - 1
Figure 4-10



Install the Controller - 2
Figure 4-11

4.3 Transport, Handling, and Storage

Transporting the X-Fill Paper Void Fill System

- System components must be transported in their original packaging.
- Respect the handling symbols on the outside of the packaging.

Handling the X-Fill Paper Void Fill system

- Turn the system OFF and unplug the power cord.
- Remove the paper pack.
- If assembled, the X-Fill System on the floor stand can be wheeled to a new location.



WARNING! The system is heavy and weights 114lbs. / 52kg.

- If assembled, the X-Fill system on the table top stand can be carried to a new location using two (2) people.



WARNING! System with table top stand weights 91.2lbs. / 41.6kg.

Storing the X-Fill Paper Void Fill System

- Turn the system OFF and unplug the power cord.
- Remove the paper pack.
- Store components in the original packaging in a dry indoor area up off the ground on a shipping pallet or equivalent.
- Storage temperature: -4 ~ 122°F / -20 ~ 50°C
- Storage humidity: “dry” ~ 90% (in protective packaging)

5.0 Operation

5.1 Loading the Paper Pack

Before operating the system, read and thoroughly understand section 2.1 *Important Safety Instructions*.

1. Place the paper supply on the system.

- Put the paper pack on the paper bracket – see *Figure 5-1*.



WARNING! The paper supply is heavy – see *Table 3-3*.

2. Load the paper web into the system.

- Uncrate the paper supply.
- Twist the 15” / 37.8cm of the paper into a loose “rope”.
- Place the paper “rope” into the entrance chute.

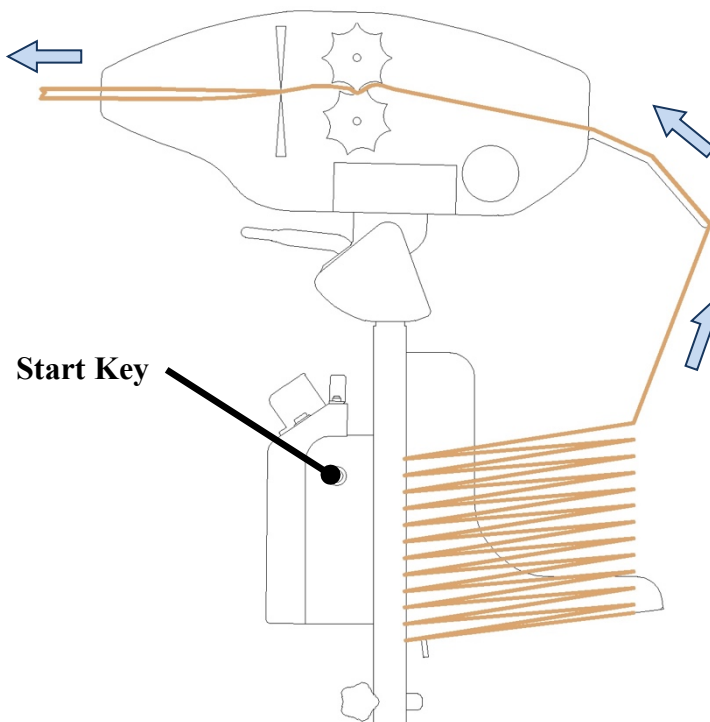
3. Run the paper through the system.

- With the system ON, push and hold the foot switch or the Start Key.



WARNING! Danger of entrapment. Keep loose hair, clothing and jewelry away from the paper entrance chute area while feeding and operating the system.

- The paper will exit the exit chute.
- Release the foot switch or the Start Key.
- The knife will automatically separate the dispensed paper from the paper web.



Run the paper through the system

Figure 5-1

5.2 System Controls

1. ON / OFF Power Switch

This push button controls power to the system.

2. Emergency Stop Button (E-Stop)

This red button when pushed disables the drive assembly.



Note: To reset the E-Stop, twist and release it and then press the reset button.

3. Mode Toggle Switch – (Two (2) selector positions):

- *Programmed Length Output* (forward toggle position)
 This mode produces a programmed length of dispensed void fill material by setting a timer – see 5.3 *Producing Programmed Length Output*.
- *Continuous Output* (back toggle position)
 This mode produces a continuous stream of void fill material using the foot switch – see 5.4 *Producing Continuous Output*.

4. Reset Button

This switch is pressed after the E-Stop Button has been released or after initial power up.

5. Overload reset Button

This switch is used to reset the system after a motor overheating shutdown. It could take 3~5 minutes for the motor to cool down before reuse.

6. Length Program

This LED display with “+” and “-” adjustment is used to set the output length in feet during Programmed Length Output – see 5.5 *Producing Programmed Length Output*.

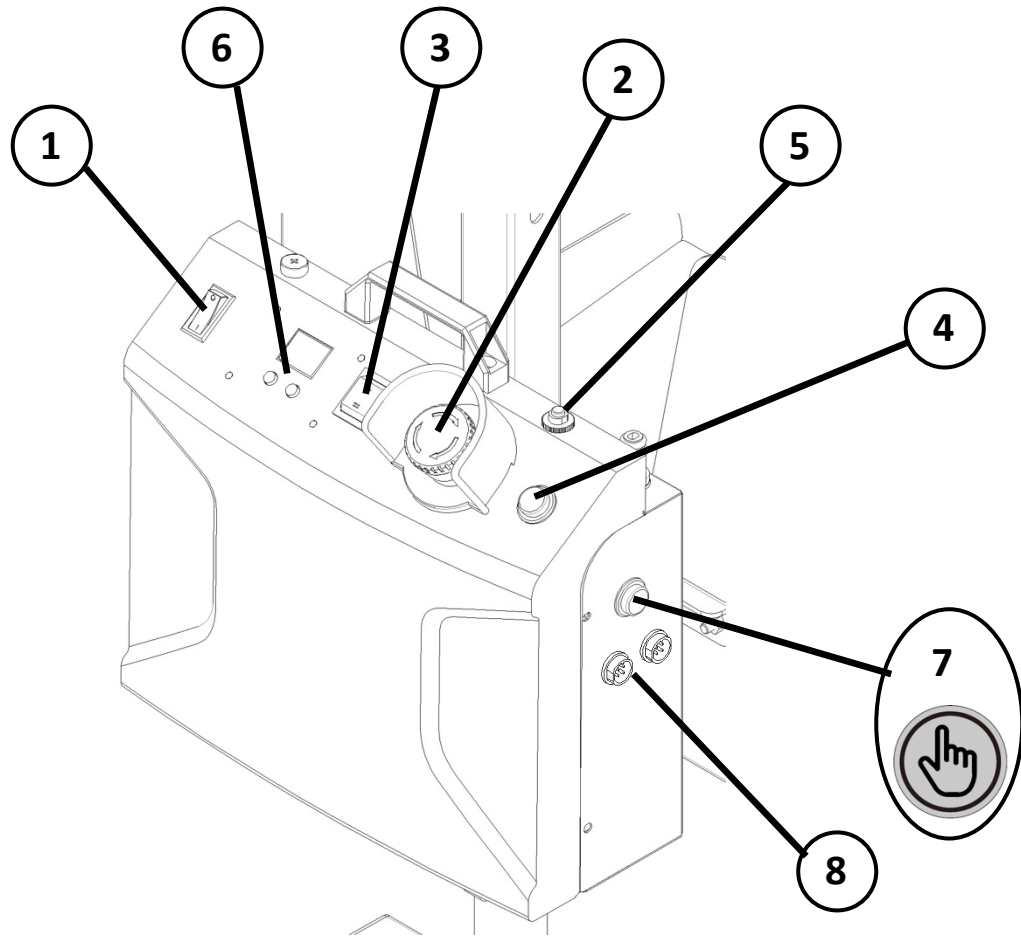
7. Start Key

This key is used to produce material output.

8. Foot Switch (not shown)

This is connected to the foot switch, and the foot switch is used to produce material output.

5.2 System Controls (cont.)



System Controls
Figure 5-2

5.3 Producing Programmed Length Output



WARNING! Wear ear protection during operation.

This mode produces a programmed length of paper packaging material.

1. Set the length program knob to the desired length by “+” and “-”.
 - △ **Note:** Trial and error is the best way to assure accuracy of length.
 - △ **Note:** Verify that the mode toggle switch is in Programmed Length Output (forward toggle position).
2. Press the foot switch or the *Start Key* once to start.
 - △ **Note:** Do not continue to hold the foot switch, it's not necessary to the duration.
 - △ **Note:** The X-Fill System is for intermittent use and should not be run continuously for more than 1 minute.
3. The programmed length will dispense until it is reached and then will stop.
4. Once the paper flow has stopped, the knife will automatically activate by the knife motor to separate the dispensed paper from the paper web.

5.4 Producing Continuous Output



WARNING! Wear ear protection during operation.

This mode produces a continuous stream of paper packaging material.

1. Press and hold the foot switch or the *Start Key* for the paper to flow.



Note: Verify that the mode toggle switch is in *Continuous Output* (back toggle position).




Note: The *X-Fill* System is for intermittent use and should not be run continuously for more than 1 minute.


2. Release the foot switch or the *Start Key* for the paper flow to stop.
3. Once the paper flow has stopped, the knife will automatically activate by the knife motor to separate the dispensed paper from the paper web.


6.0 Maintenance

6.1 Maintenance Overview

Before performing maintenance procedures, read and thoroughly understand section 2.1 *Important Safety Instructions*.

 **WARNING!** Always turn the main power switch to the OFF position and unplug the main power cord in the approved manner using Lockout/Tagout procedures where indicated when performing maintenance procedures.

 **WARNING!** Always verify that de-energization for Lockout/Tagout has been PERFORMED.

 **WARNING!** Use protective eye wear when performing maintenance procedures.

This section contains the following operator procedures:

- 6.2 *Cleaning Dust from the System.*
- 6.3 *Replacing the Power Fuse.*

X-Fill System Maintenance Schedule	Activity	Procedure
Monthly / 10 Packs of Paper Pack (Operators, Qualified Service Personnel and Nuevopak Rep.)	Clean Inspect	<ul style="list-style-type: none"> • Blow off vacuum all dust and debris from the interior of the system – see 6.2 <i>Cleaning Dust from the System</i>. • Component cables are not cut, broken, or damaged. • No components are loose.
Yearly / 4 Pallets of Paper Packs (Nuevopak Rep.)	Contact	<ul style="list-style-type: none"> • Schedule an on-site inspection. Contact your authorized distributor or Polyair representative to inspect the system.

Preventive Maintenance Schedule
Table 6-1

6.2 Cleaning Dust from the System



WARNING! Use protective eye wear when performing maintenance procedures.



WARNING! Sharp Knife – Be aware of the knife function and location inside the system, accessible when the rear cover is open.

Machine status:

- De-energization for Lockout/Tagout (LOTO) has been PERFORMED.
- Emergency Stop (E-Stop) is pushed in.

Materials required:

- Vacuum cleaner
- Hex Key

1. **Turn the X-Fill System ON/OFF power switch to the OFF position and unplug the power cord.**



WARNING! Failure to turn the system OFF and unplug the power cord can result in knife activation.

2. **Hinge the front cover open and remove the top cover.**

- Using a hex key on the front cover to remove the two (2) screw from the top cover.



WARNING! Sharp knife. Be aware of the position of the knife.

- Hinge the front cover down.
- Using a hex key on the front cover to remove the two (2) screw and take the top cover up.

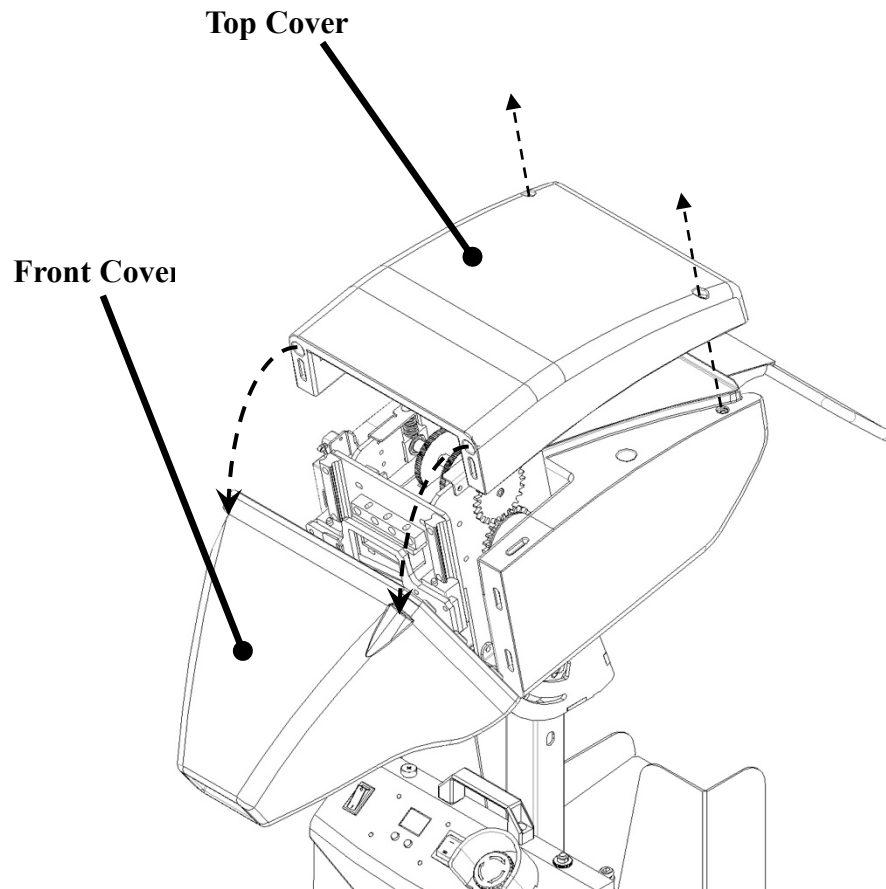
3. **Clean the dust and debris from the inside of the system.**

- Using compressed air or a vacuum cleaner remove any dust and debris from:
 - Interior of the system.
 - Under and around the system.
 - Inside the two (2) removed covers.

4. **Replace the front and top covers.**

- Place the top cover in place.
- Hinge the front cover up.
- Using the hex key to secure the front cover in place.
- Plug in the power cord, turn the ON/OFF power switch to the ON position.

6.2 Cleaning Dust from the System (cont.)



Cleaning Dust from the System
Figure 6-2

6.3 Replacing the Power Fuse



WARNING! Use protective eye wear when performing maintenance procedures.

Tools required:

- Screwdriver

1. **Turn the X-Fill System ON/OFF power switch to the OFF position and unplug the power cord.**



WARNING! Failure to turn the system OFF and unplug the VAC power cord can result in injury.



WARNING! Verify that de-energization for Lockout/Tagout has been PERFORMED.

2. **Remove the existing power fuse.**

- Located the fuse on the electrical cabinet.
- Using a screwdriver, unthread the fuse holder cap and pull the fuse out.
- Verify the fuse condition.

3. **Install the new power fuse in the fuse holder.**

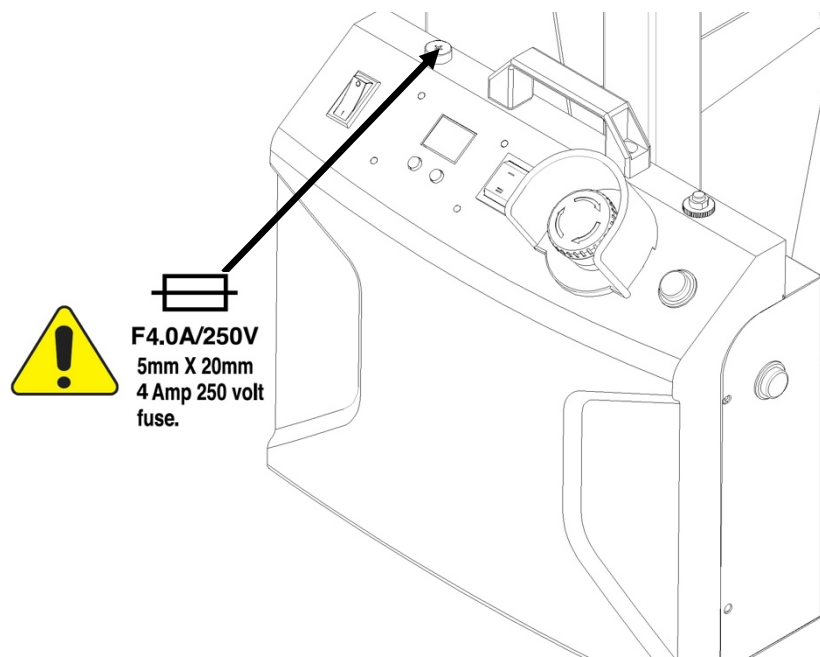
- 5mm × 20mm, 4Amp 250volt fuse.



WARNING! For continued protection against fire or electric shock, replace with the above fuse type.

- Using the screwdriver secure the fuse holder cap with fuse in place.

4. **Plug in the power cord, remove LOTO, turn the ON/OFF power switch to the ON position.**



Located the Power Fuse

Figure 6-3

7.0 Troubleshooting

7.1 No Power to the System

PROBLEM	POSSIBLE CAUSE	RECOMMENDED SOLUTION
<p>7.1.1 There is no power to the system – the system power switch light is OFF.</p>	<ol style="list-style-type: none"> 1. System is OFF. 2. Main power cord is unplugged at the controller or at the outlet. 3. Power supply is interrupted. 4. System fuse has blown. 5. Power extension cord in use. 6. Electrical or mechanical failure. 	<ul style="list-style-type: none"> • Turn the ON/OFF power switch to the ON position. • Verify the main power cord is plugged into the back of the system and into a properly rated outlet – see <i>3.3 Electrical Power Requirements</i>. • Verify facility power supply. • Replace power inlet fuse – see <i>6.3 Replacing the Power Fuse</i>. • Contact your authorized distributor or Polyair representative. • Do not use an extension cord. • Contact your authorized distributor or Polyair representative.

7.2 Problems with Making Paper Void Fill Material

PROBLEM	POSSIBLE CAUSE	RECOMMENDED SOLUTION
7.2.1 The paper does not advance or exit the system when expected – the system power switch light is ON.	<ol style="list-style-type: none"> 1. Paper supply is empty. 2. Paper improperly loaded – not catching the paper drive. 3. The E-stop is pressed. 4. The E-stop has been released after being pushed, but the reset button has not been pushed. 5. The drive motor is overheated and the overload reset button has automatically tripped. 6. Electrical or mechanical failure. 	<ul style="list-style-type: none"> • Load paper – see <i>5.1 Loading the Paper Pack</i>. • Verify that the paper supply is properly loaded. • Reload paper – see <i>5.1 Loading the Paper Pack</i>. • Twist and release the E-Stop and press the reset button. • Press the reset button. • Verify that the overload reset button is in the <i>out</i> position indicating a motor overload. • Allow the motor to cool for 3~5 minutes and press the overload reset button <i>in</i> – see <i>5.3 System Controls</i>. • Contact your authorized distributor or Polyair representative.

7.2 Problems with Making Paper Void Fill Material (cont.)

PROBLEM	POSSIBLE CAUSE	RECOMMENDED SOLUTION
7.2.2 The paper length is not as expected.	<ol style="list-style-type: none"> 1. The mode toggle switch is in the incorrect position. 2. Electrical or mechanical failure. 	<ul style="list-style-type: none"> • Set the mode toggle switch to the desired mode – see <i>5.3 System Controls</i>. • Contact your authorized distributor or Polyair representative.
7.2.3 The knife will not cut the paper.	<ol style="list-style-type: none"> 1. Cutter failure. 	<ul style="list-style-type: none"> • Contact your authorized distributor or Polyair representative.

8.0 Customer Service

8.1 Who to Contact

To Our Customers:

This **X-Fill Paper Void Fill System** has been manufactured for Nuevopak Co. Ltd. and has been thoroughly tested. If any problems occur while operating this equipment and you desire a phone consultation, call the appropriate number below.

For Service and Replacement Parts:

1. Contact your Nuevopak Account Representative.
2. Contact toll free Technical Support -

For Technical Information and Troubleshooting Assistance:

1. Contact toll free Technical Support -

8.2 Using Technical Support

Before you call please have the following information available:

1. Customer information

- Company name.
- Company phone number.

2. X-Fill Paper Void Fill System information.

- System serial number – the “XFI-_____” number located on the serial number label on the left side of the controller.
- System application type – a description of your system setup.

3. A detailed description of the symptoms that the X-Fill Paper Void Fill System is exhibiting.