



OPERATOR and MAINTENANCE MANUAL

POP-0028 Rev. 0
Created: 01/27/2016

This Operators Manual is in reference to the
Security Engineered Machinery Paper Shredders referenced below:

REFERENCE SEM MODEL NUMBERS

<i>SERIES</i>	<i>CROSS CUT 8MM X 40-80MM</i>	<i>CROSS CUT 6MM X 50MM</i>
7050	7050P	7050PFP



SERVICE/SUPPORT CONTACT INFORMATION

Email: service@semshred.com
Website: www.semshred.com

Safety Precautions

Please read these operating instructions before putting the machine into operation and observe the safety precautions. The operating instructions must always be available.



Children must not operate the machine!



Do not reach into the free-opening of the cutting head!



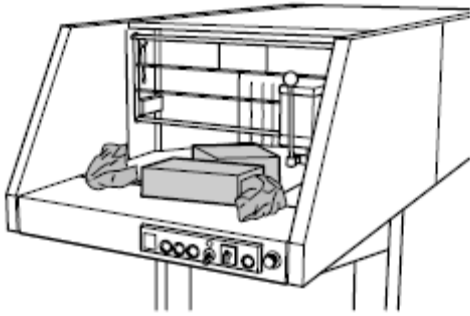
Be careful of loose jewelry!



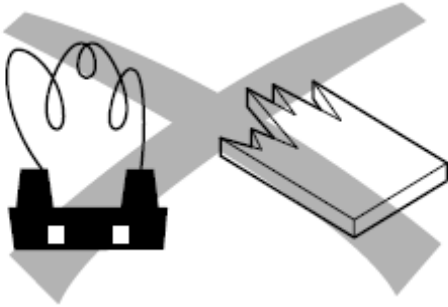
Take care of Ties and other loose pieces of clothing!



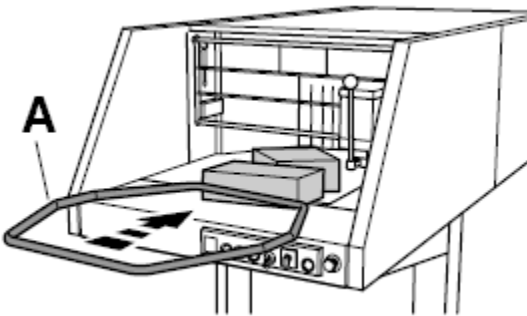
Long hair can become entangled in cutting head!



The machine is constructed to shred paper, flat or crumpled, as well as cardboard boxes including staples.

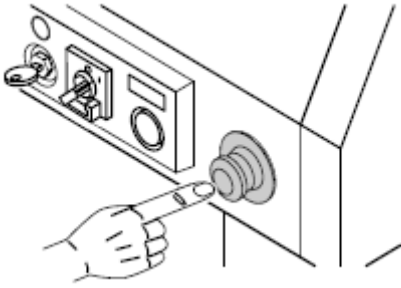


Do not shred any material which may loop or splinter.



Material not caught by the shredding mechanism must be pushed with the pusher (A).

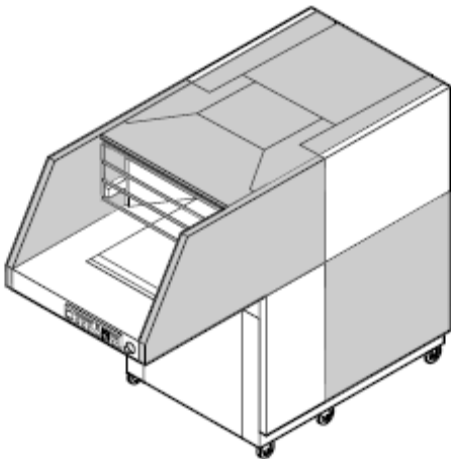
Quick stop, Press emergency stop!

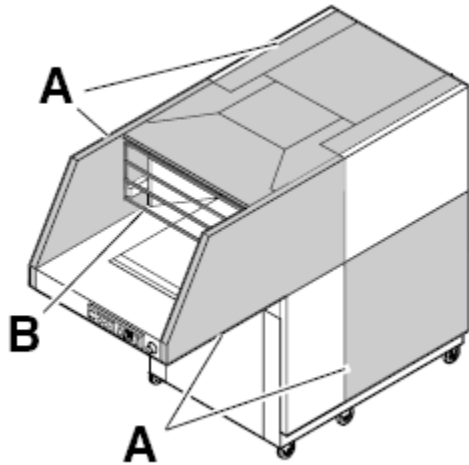


This machine is constructed for “one man operation” only!



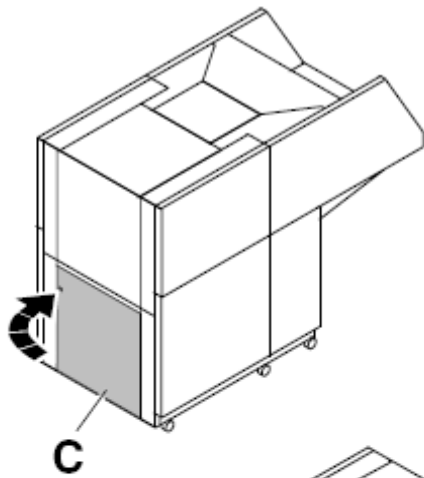
All components which could endanger the operator are covered by a guard.



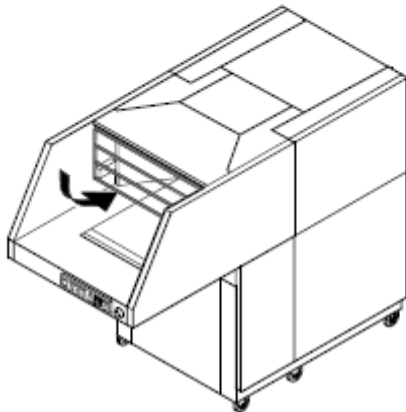


Do not operate the machine without the following safety devices:

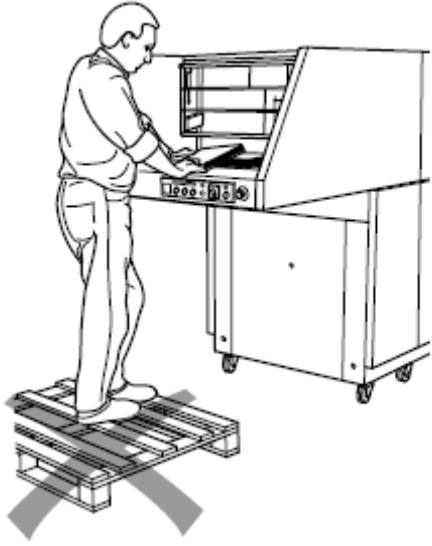
- Panels (A) tightly screwed.
- Grid (B) and door (C) which are secured by switches.



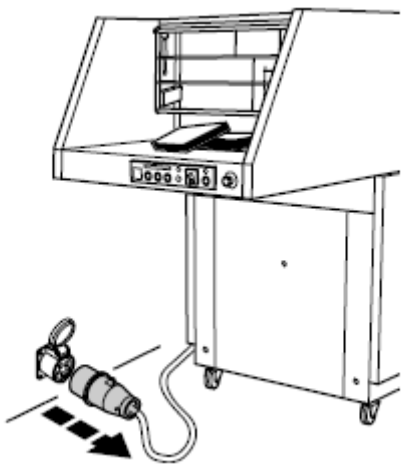
Machine operates only when the door (C)...



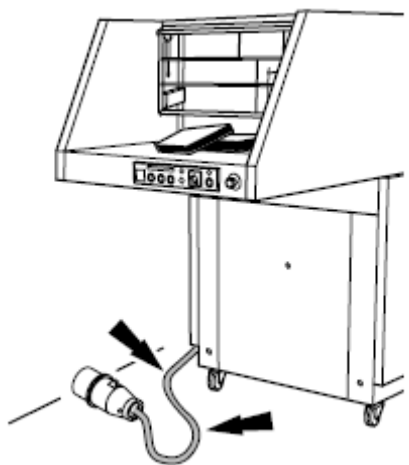
...and grid is closed.



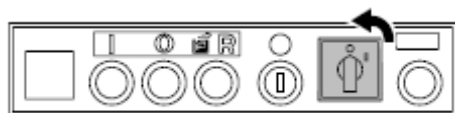
Do not use steps or anything similar.



Remove the plug before cleaning the machine! Do not perform any repairs on the document shredder! For repairs contact SEM.



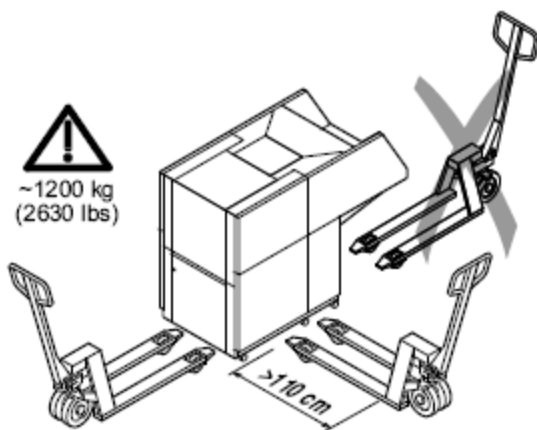
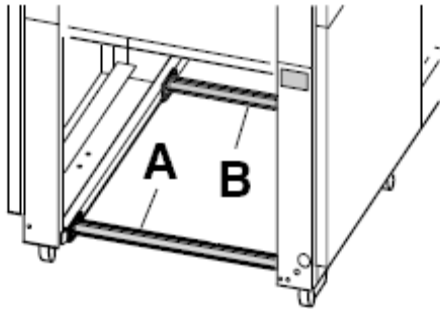
Protect mains cable against heat, oil, and sharp edges!



When not in used for longer times switch off the machine.

Installation

The transport safety device (A) and (B) must be mounted when the machine is transported lengthwise. The machine must be transported from the rear.

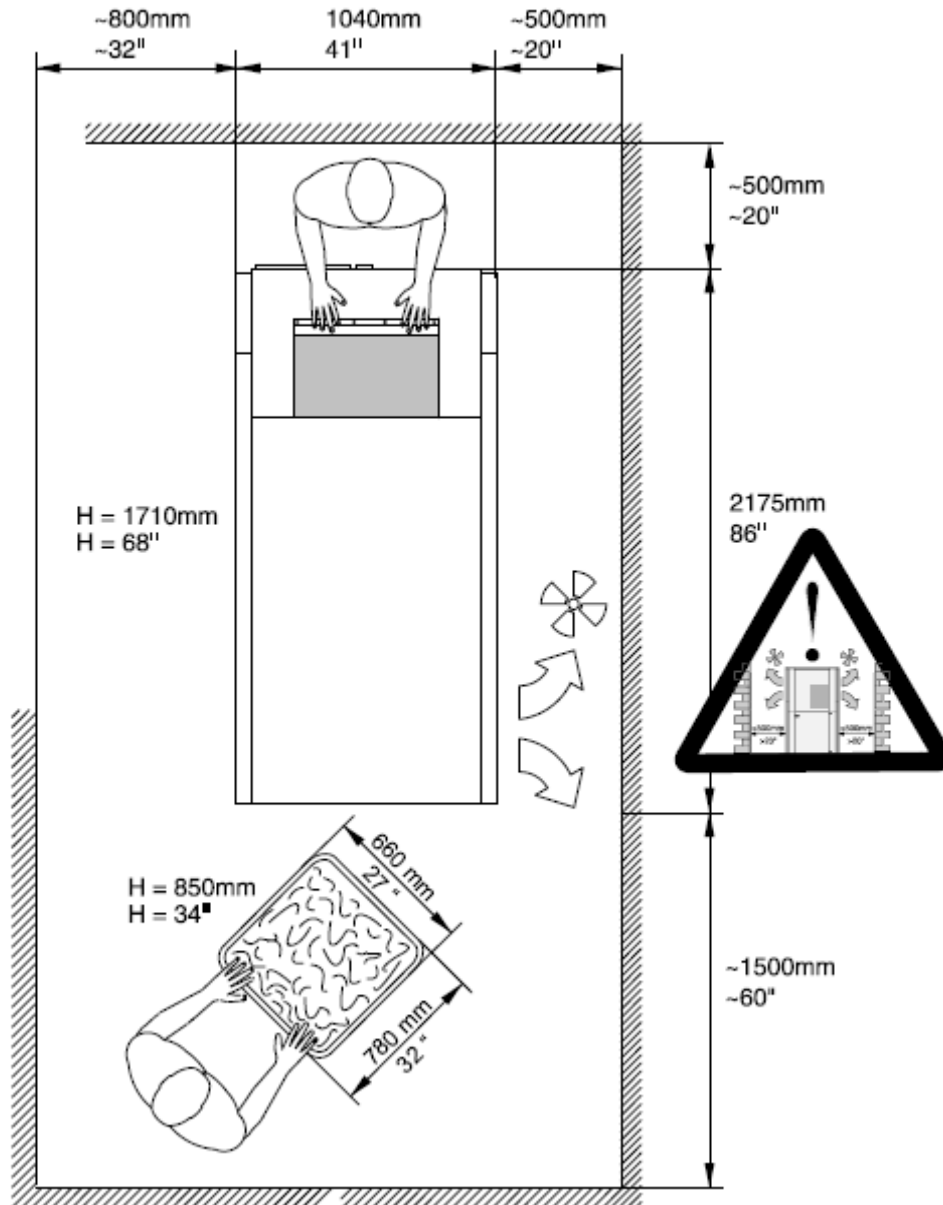


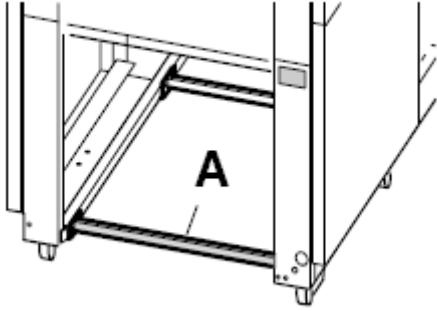
Make sure the pallet-jack is centered under the machine.

Do not lift up the machine from the opening side.

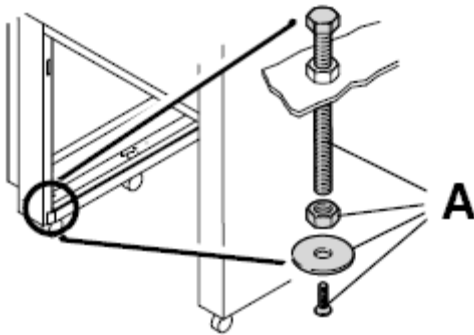
Do not lift the machine more than necessary; **risk of tipping.**

- Do not cover the ventilation slits
- Consider the floor loading, weight approx. 1200 kg.

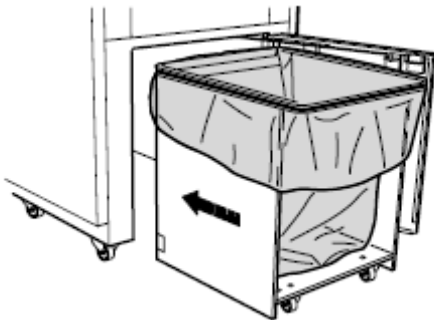




- Open the door.
- Remove the transport safety device (A) and keep for later use.

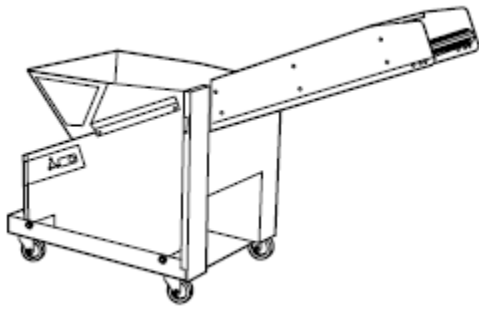


- Mount the supporting screws (A).
- Screw down the supporting screws until the rear casters are balanced.



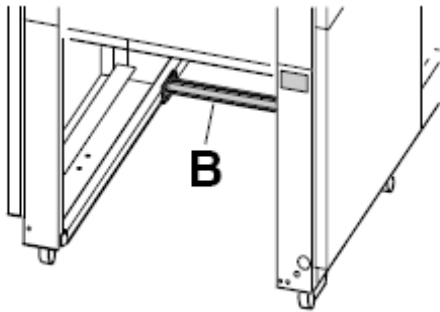
Waste Cart

- Put the plastic bag into the waste cart as described under “replace bag”. (See page 19)
- Push the cart into the machine, with the open side facing you, until it touches the buffer.
- Close the door.

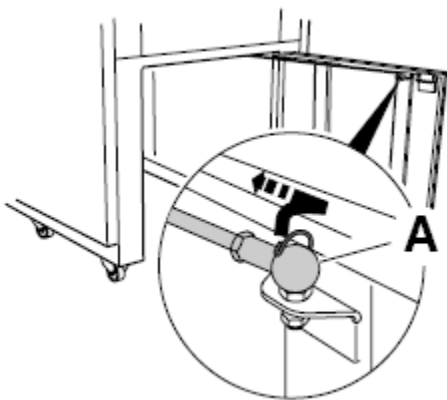


Conveyor Belt (Accessory)

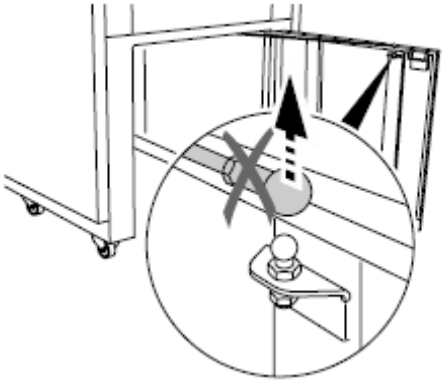
When using a conveyor belt the following modifications must be made on the machine:



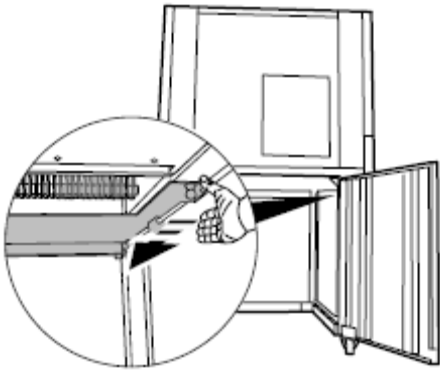
Remove the back transport safety device (B).



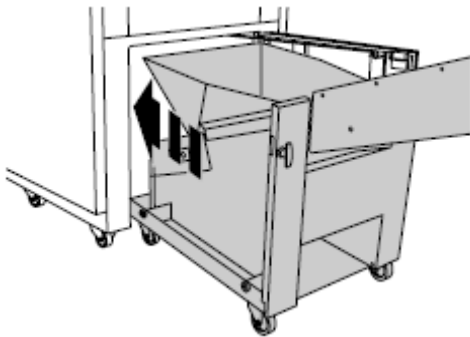
Remove the springs from the ball-ends (A) on both sides.



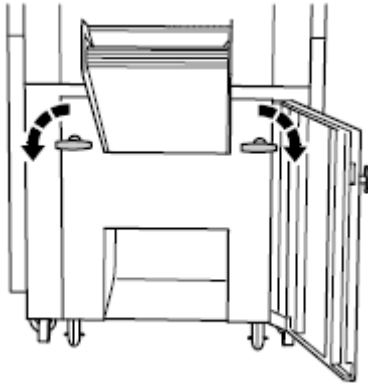
Dismount the tie-bar.



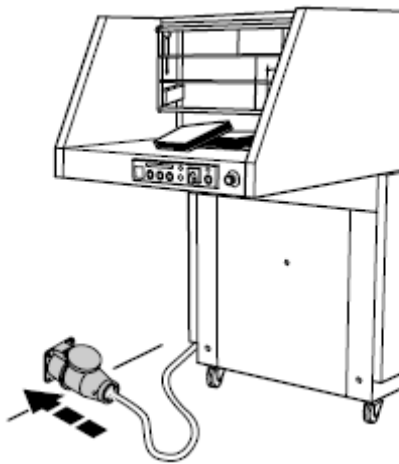
Push the pusher to the back.



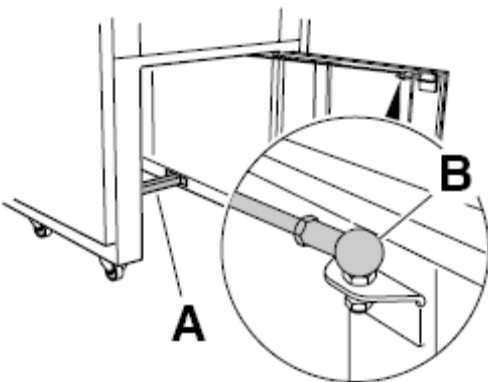
Push back the conveyor belt into the machine.



Turn both handles to lock.



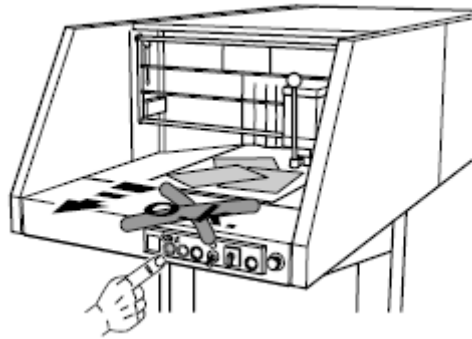
Plug into the wall socket.



If the machine is to be operated with a waste cart; the rear transport safety device (A) and tie-bar (B) must be re-assembled. To assemble follow the same instructions in the reverse order.

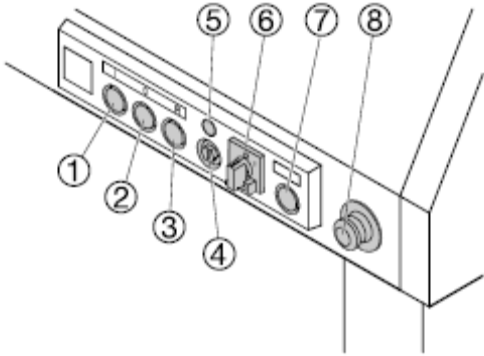


Check the direction of the conveyor belt.
Start the machine.



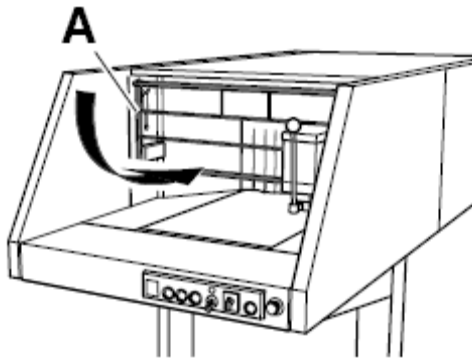
Wrong rotating direction; changes must be done by an electrician.

Operation Instructions



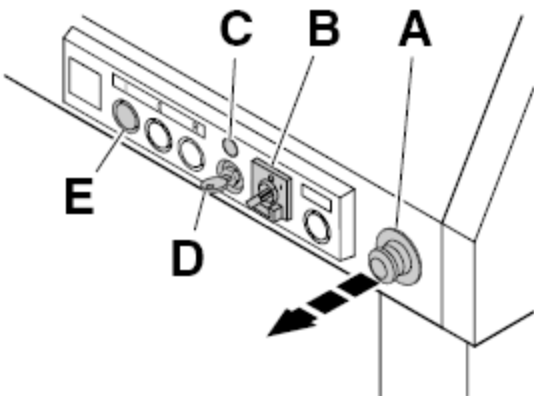
Operating elements

- 1) Start
- 2) Stop, light for “door open” and “grid open”
- 3) Reverse switch, lamp showing “bag full”
- 4) Key switch
- 5) Standby
- 6) Mains switch
- 7) Temperature indicator/yellow pilot light
- 8) Emergency Stop

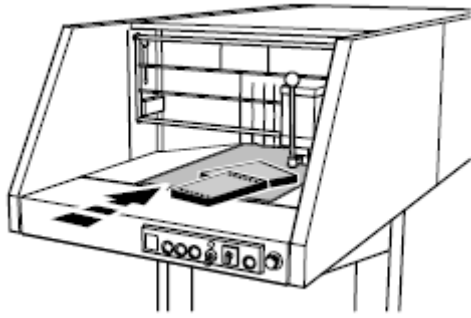


Starting the machine

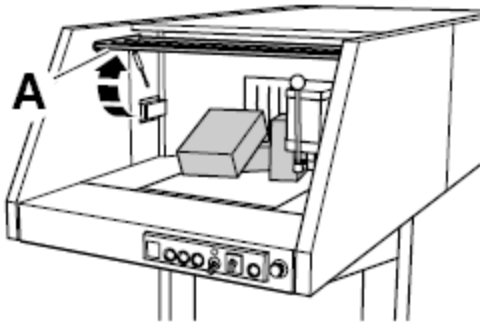
Grid (A) must be closed.



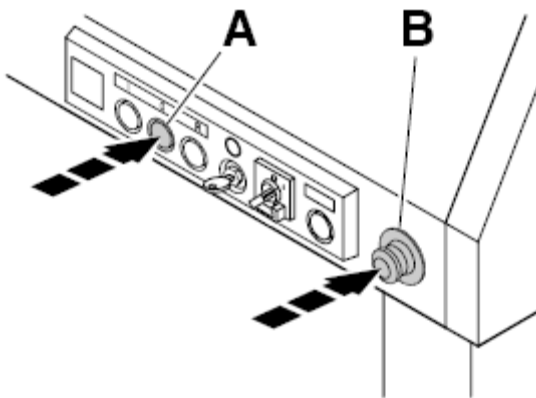
- Emergency-Stop (A) pulled out.
- Main switch (B) to position “I”
- Turn key switch to standby (C) illuminates.
- Press the black button (E) till conveyor belt is running.



Distribute the paper over the feeding belt. Shred continuous paper only in stacks.



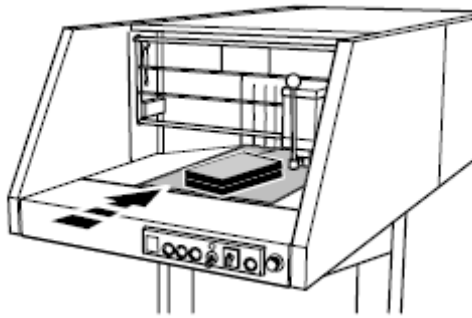
The grid (A) can be lifted to remove jammed paper.



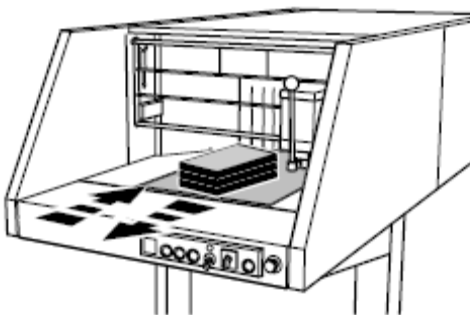
Stopping the machine

Press the white button (A) or emergency-stop (B).

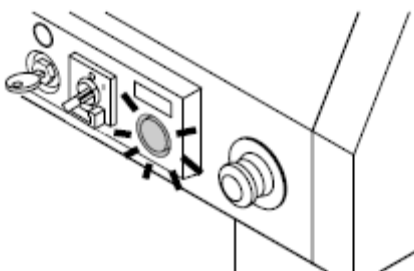
Keep hands away from running shredding mechanism.



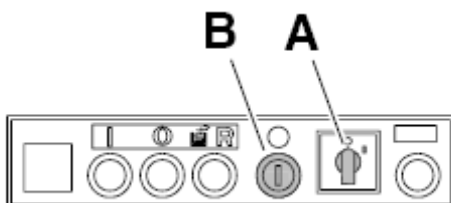
When large amounts of paper are inserted the machine automatically adjusts to a more powerful, slower capacity.



If the capacity is still not powerful enough the machine will reverse shortly and then return to “forwards mode”. This is repeated until all material is completely destroyed.

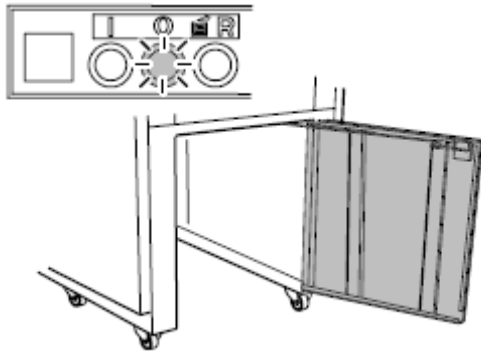


Yellow pilot light flashes. Motor is overheated; reduce the amount of material on the feeding belt. The machine should work preferably at high speed.

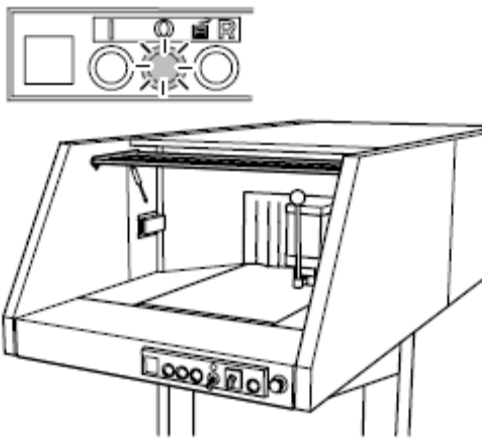


Stopping the machine

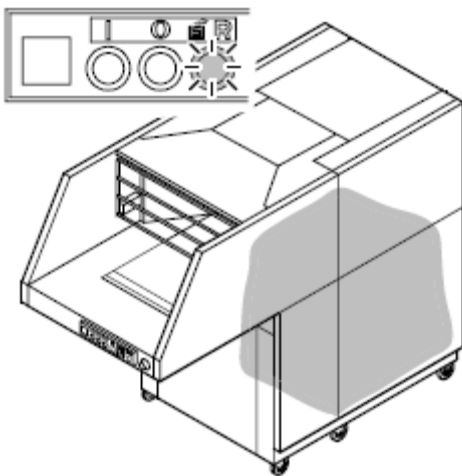
- Turn main switch (A) to position “0”; the entire machine shuts down.
- Turn the key switch (B) and remove the key; now the machine is secured from unauthorized use.



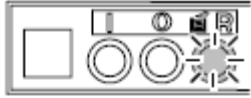
Stops automatically when door is opened;
indicator for (O) lights.



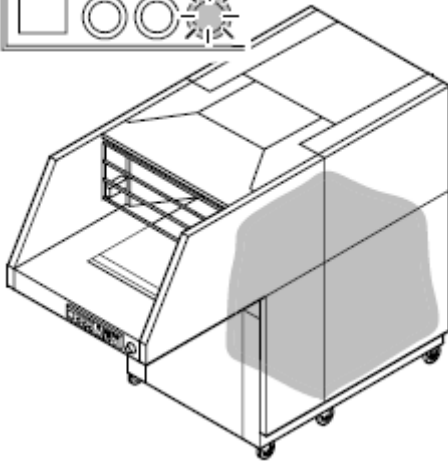
Stops automatically when grid is opened;
indicator for (O) lights.



Stops automatically when plastic bag is full;
indicator for (R) lights.



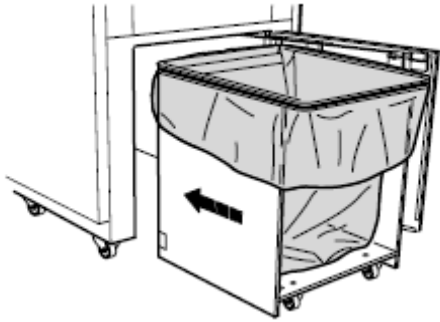
Replace bag.
The “bag full” indicator lights.



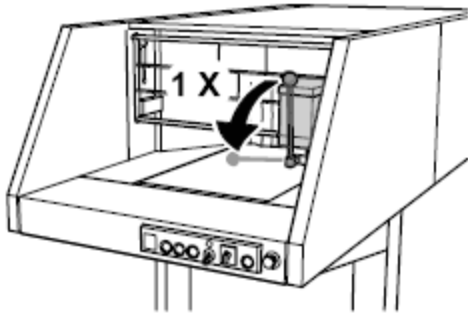
- Open the door.
- Pull out the waste cart.
- Pull the bag onto a pallet.



Fasten the bag. (For sealing parts and binding wires see accessories.)



- Put a new bag into the bag frame.
- Fasten the bag with the round belt.
- Push the cart into the machine, with the open side facing you, until it touches the buffer.
- Close the door.
- Check the function of the door switch:
Start the machine; if the door is opened the machine must stop immediately.



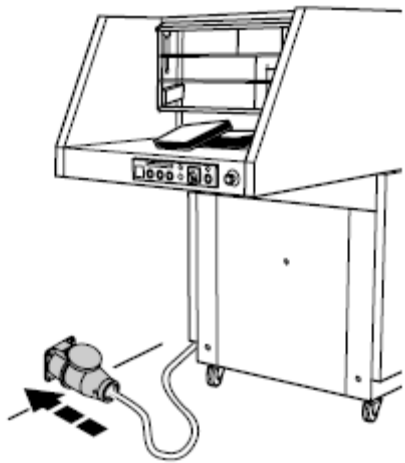
Maintenance

If the sheet capacity reduces or after the bag is emptied we recommend that you oil the shredding mechanism!

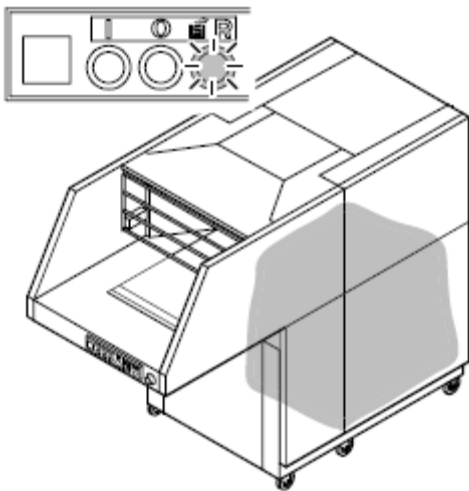
Possible Malfunctions



Machine will not start



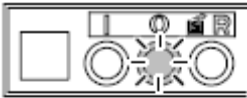
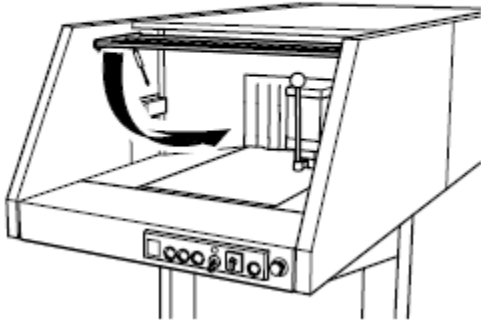
Is the machine plugged in?



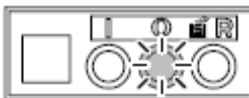
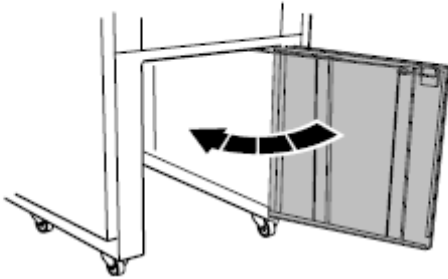
The “bag full” indicator lights; replace the bag.



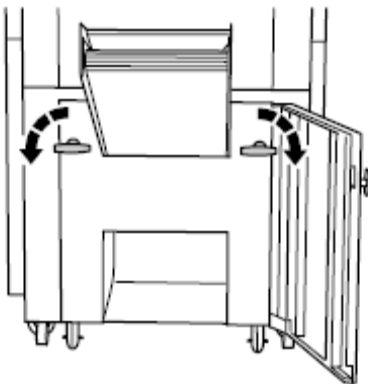
Is the Grid open? Close it.



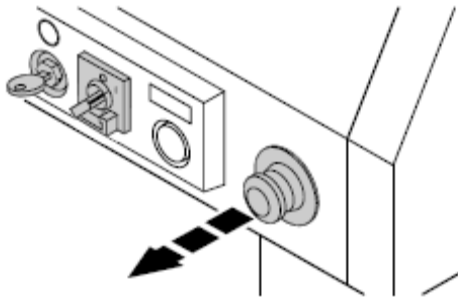
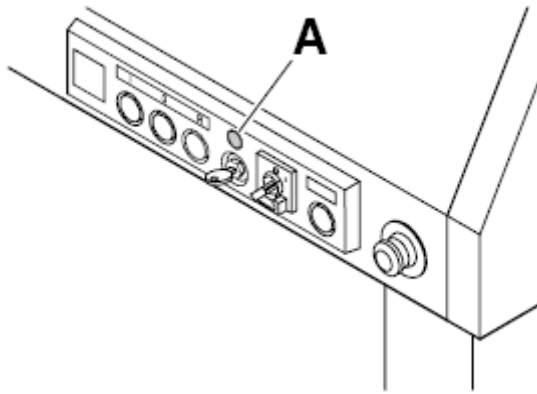
Is the door open? Close it.



Conveyor belt (accessory) is not locked? Turn both handles to lock.

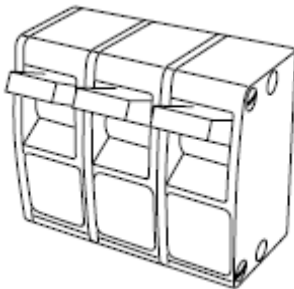


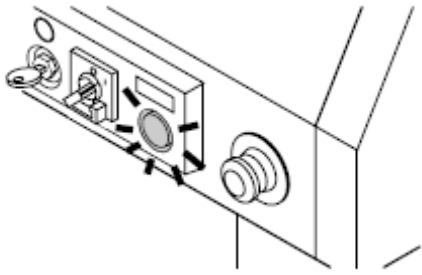
Standby (A) is not lighting up.



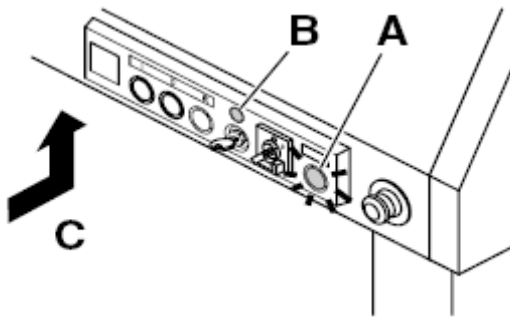
- Is the key-switch horizontal?
- Main switch is on "I",
- Emergency button is pulled out.
- Is the machine plugged in?

On-site fuse?

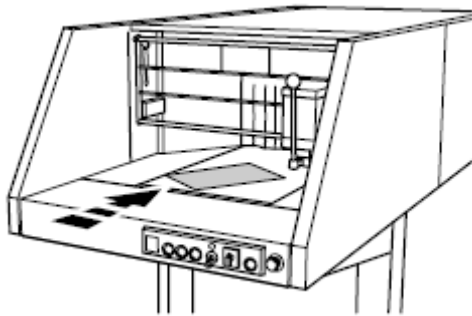




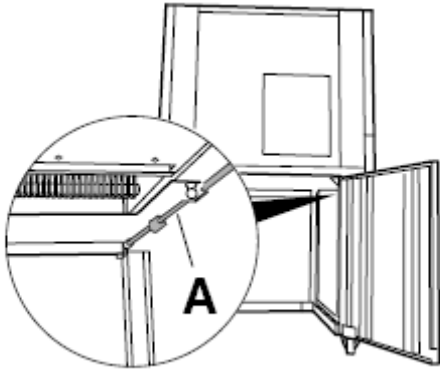
Yellow pilot light illuminates; wait approximately 10 – 20 minutes for the machine to cool down. Start afresh.



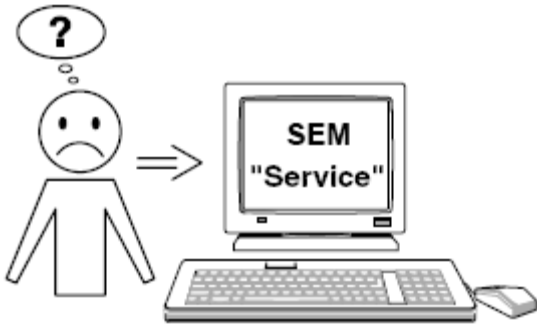
Yellow pilot light (A) illuminates, green light (B) is out; Conveyor Belt is overloaded. Press the motor protection switch (C) after approximately 5 minutes.



No performance? An electrician must examine the phases.

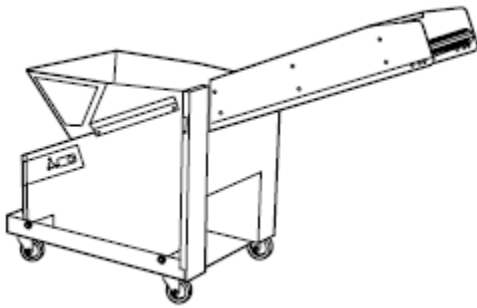


Machine door is difficult to open: Clean and grease the guiding bar (A). Do not use grease or oil containing resin.



None of the above mentioned methods helped to solve the problem:
Contact our Customer Service Team:
800-225-9293 or
Email: info@semshred.com

Accessories



Module Discharge Conveyor Belt System

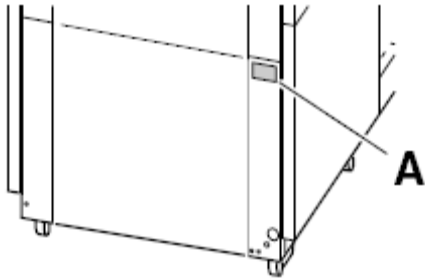


Lubrication Oil



Collection Bags (Model 190A)

Technical Data



Fuse protection on:

3~400V 50/60 Hz with 32 A, characteristics C
(alternatives K or D)

3~230V 50/60 Hz with 100 A, characteristics C
(alternatives K or D)

3~200V 50/60 Hz with 100 A, characteristics C
(alternatives K or D)

Sound level EN 13023: 74 dB(A)

With conveyor belt system Sound level EN 13023:

In front of shredder: 77 dB(A)

By the conveyor belt system: 72 dB(A)

Minimal space requirement = approximately $W = 2.3 \text{ m} \times D = 4.2 \text{ m}$

Weight Approximately: 1200 kg

The exact technical specifications can be found on the technical specifications sticker (A) on the machine. To claim under guarantee, the machine must still carry its original identification label.

A wiring diagram is found in the electrical switch box.



Subject to alterations without notice.

EC – Declaration of conformity
Herewith we declare that

7050-2; 7050-3; GS-ID Nr. 11500902 UL-ID Nr. 10500902

Complies with the following provisions applying to it:

2006/42/EG
EC Machinery directive, EC Directives machines
2004/108/EG
EMV Electromagnetic compatibility directive,

Applied harmonized standards in particular

EN 60204-1; EN 55014-1; EN 55014-2; EN 61000-3-2; EN 61000-3-3; EN ISO 12100;
EN ISO 13857; EN 13023; EN 13849-1

Authorized representative for technical documentation 13.12.2010 Datum

Krug & Priester Gmbh u. Co KG
Simon-Schweitzer-Str. 34
D-72336 Balingen (Germany)

Recycling

As demonstrated by our ISO 14001 Certification and the attainment of the world recognized prestigious Blue Angel Certification, both SEM and our Manufacturing Partners are committed to the environment.

We want to remind you to please remember to respect your local regulations and return your non-working electrical equipment to an appropriate waste disposal center. To assist in this, the packaging material used in our shredders is recyclable. Dispose of the packaging in an environmentally friendly manner and make it available for the recyclable material collection service. To help with the disposal of an end-of-life shredder, it is designed so that it can be dismantled with any standard tool kit. All joining points are easily accessible and such clearly visible.

Please think of the environment and dispose shredded CD;s, cards, and other data medium separately from shredder paper. Thank you!

