

# Procedure to Operate Cartridge Elevator Bay Doors and Elevator

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The proper method to open and close the cartridge elevator bay doors and cartridge elevator located in the Support building.

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## CAUTIONARY NOTES:

You must be properly trained on the use of the manipulator arm prior to accomplishing this procedure; see [training list](#).

CRUSH HAZARDS are present. Be sure to allow for enough room to accomplish the task. The elevator is surrounded by an infrared light curtain. Any object passing through this sensor will cause the elevator to cease operation. Do not depend on this device - make a visual confirmation that the area is clear prior to operation.

FALL HAZARDS are present. There is a large trench (5' wide X 6' deep X 15' long) in the cartridge elevator bay - use caution when elevator doors are open.

THIS OPERATION CAN BE ACCOMPLISHED BY ONE PERSON.

There is no emergency back-up power to the bay doors. If power is interrupted, contact site staff.

## WEATHER CONDITIONS THAT GOVERN OPENING EXTERIOR BAY DOOR ONLY:

No precipitation

Wind gusts < 35 MPH

SAFETY WEAR: (recommended) rubber-soled shoes

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## EQUIPMENT INVOLVED IN THIS PROCEDURE

**Bay doors;** Location: north wall of the Support building: one interior and one exterior; Appearance: white, approx. 15'W X 12'H.

**Cartridge elevator;** Location: bottom of trench between exterior and interior bay doors; Appearance: yellow, scissor-type lift with grey metal cartridge racks.

**Cartridge rack;** Location: sitting on elevator; Appearance: 3-tiers, 4-sections; aluminum and black; stacked.

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## **PROCEDURE:**

The interior and exterior doors are operated using the control panel located to the right of the interior door and the left of the exterior door. Both control panels are the same. The exterior door control panel is locked; see SDSS technicians for access.

To open either bay door press the respective green button marked "Open". The door will reach its limit switch and shut off.

To close either bay door press the respective green button marked "Close". The door will reach its limit switch and shut off.

During opening or closing, you can press the respective red (Stop) button to stop the door; press the green button to start the door.

The cartridge elevator has three levels with each level containing up to three cartridge racks. To position the elevator use the control panel to the right of the bay doors adjacent to the bay door control panel. There is also an identical control panel adjacent to the exterior bay door control panel.

Press the green buttons marked "UP", "DN", or the red button marked "STP" to move the elevator as desired. The elevator contains limit switches and will automatically stop at the next level.

When operations are complete, return to stowed position.

END OF PROCEDURE

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