

Installation Guide

Required Tools

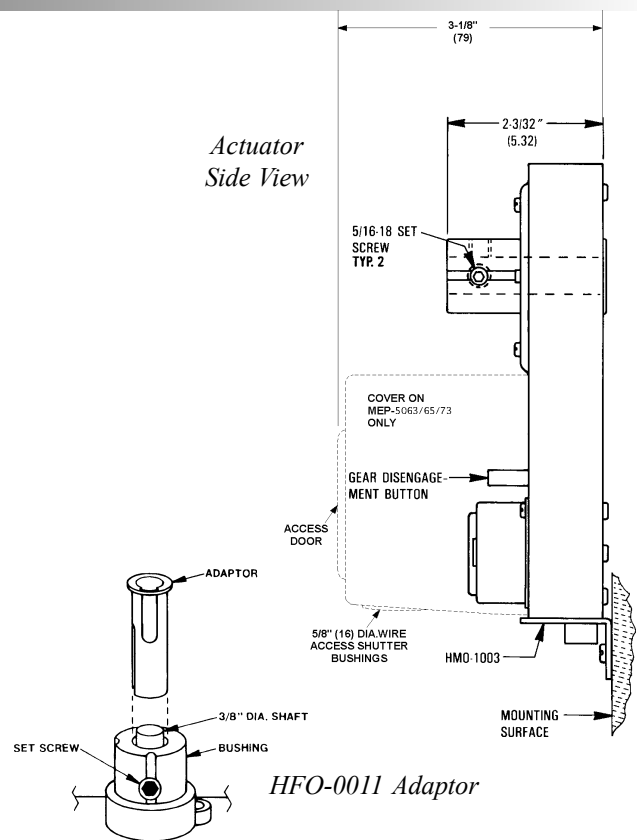
- digital voltmeter
- small phillips screwdriver
- small flatblade screwdriver
- 5/16" Allen wrench

Mounting

1. Set the actuator in the desired location. The actuators are not position sensitive.
2. Place the non-rotation bracket (HMO-1003, supplied) on the actuator's non-rotation tab.
3. Attach the anti-rotation bracket to the mounting surface using two 1/4" self tapping screws (not included)
4. Slide the actuator unit directly on to the standard 1/2" diameter (13 mm) damper or valve shaft. See below for adaptor directions.
5. Tighten the two 5/16"-18 set screws (see diagram)

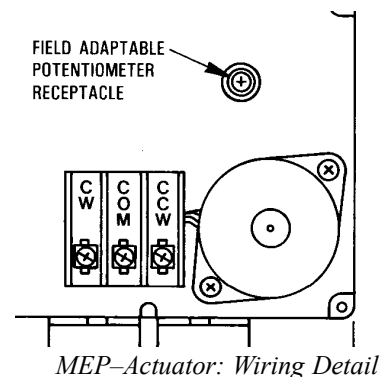
How to use the HFO-0011 Adaptor

1. Mount the actuator over the 3/8" shaft
2. Slide the HFO-0011 over the shaft and into the drive bushing of the actuator.
3. Align the adaptor slots with the set screws on the drive collar.
4. Tighten the set screws.



Wiring

- Connect the common to the "COM" terminal.
- Connect the clockwise 24 VAC lead to the "CW" terminal.
- Connect the counterclockwise 24 VAC lead to the "CCW" terminal



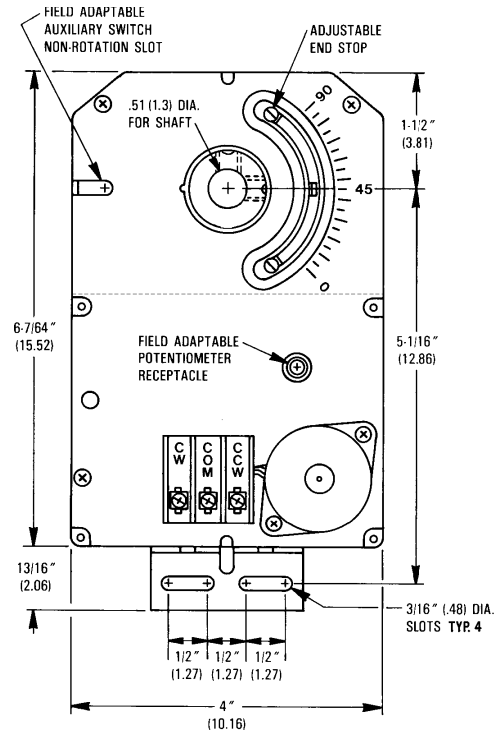
Adjustments

1. Position the damper, or valve, to the full open position.
2. Determine if rotation must be CW or CCW to close
3. If rotation is **CW** to close:
 - A. Depress the gear disengagement button
 - B. Position the drive collar so the indicator is at the "90" mark.
 - C. Tighten the two Allen screws.

If rotation is **CCW** to close:

- A. Depress the gear disengagement button
- B. Position the drive collar so the indicator is at the "0" mark.
- C. Tighten the screw

NOTE: Access to the gear disengagement button is through the cover's access door on MEP-5063/65/73.



Actuator Front View

The end stops limit the minimum and maximum travel.

1. Loosen the minimum stop screw one-half turn.
2. Slide the screw to the desired position.
3. Tighten the stop screws (9 in-lb. maximum).
4. Repeat steps 1-3 for the maximum stop screw.

Maintenance

No routine maintenance is required. The motors are permanently lubricated and all internal gear-train component are oil-impregnated. Careful installation will also ensure long term reliability and performance.

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