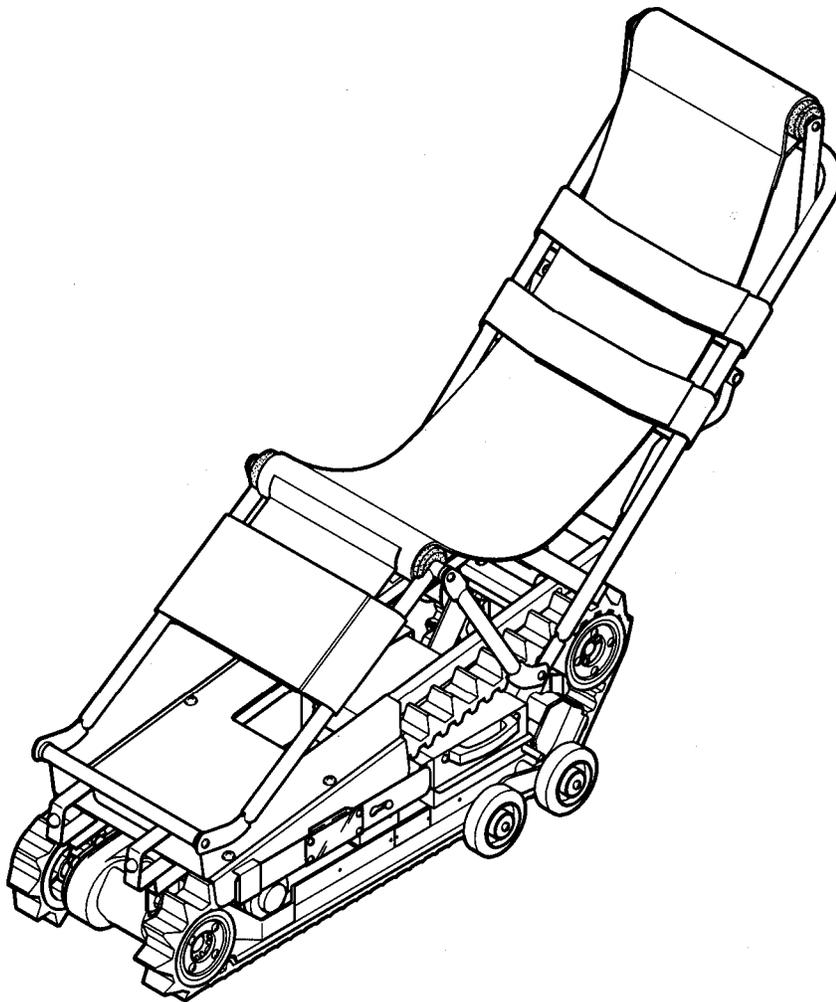


# Garaventa Power Evacu-Trac

## Emergency Evacuation Chair

### Owner's Manual



# Power Evacu-Trac

# **OWNER'S MANUAL**

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# GARAVENTA POWER EVACU-TRAC

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Congratulations on the purchase of your new Garaventa Power-Evacu-Trac.

Before using the unit, please take a moment to read this manual carefully so you will have a thorough understanding of the operation. **Ensure that Power Evacu-Trac is operated only by someone who has been properly trained.**

If your unit will be used for emergency evacuation, it may be used infrequently. However, operators must be very familiar with the operating procedures. For this reason we recommend that personnel who are required to operate the Power-Evacu-Trac hold monthly practice drills on stairways that would be used during an emergency. Operating procedures are fairly simple, and the confidence of a competent attendant will help relax the passenger.

If you have any questions contact Garaventa by phoning 1-866-824-8314 or by emailing to [productinfo@evacutrac.com](mailto:productinfo@evacutrac.com)

In Canada: Garaventa Lift  
7505 134A street  
Surrey, BC  
V3W 7B3

In USA: Garaventa Lift  
PO Box 1769  
Blaine, WA  
98231-1769

If you purchased from an authorized Garaventa Dealer, record contact info:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_

Record your Power Evacu-Trac serial number in the space below, and refer to it whenever you call your Garaventa dealer.

Power Evacu-Trac serial number: \_\_\_\_\_

# 1 Safety First!

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This symbol is used throughout this manual to draw your attention to instructions that must be carefully followed to avoid possible dangers.

The following procedures are important to ensure the safe operation of the Power Evacu-Trac.



## **CHECK THE STAIRWAY**

Do not use on curved or spiral stairs, irregular or insecure stairs, or stairs with loose carpeting. Use extra caution on wet or slippery stairs.



## **CHECK STAIR ANGLE**

Do not use Power Evacu-Trac on stairs that have not been checked by using the Stair Slope Indicator. Refer to page 6.



## **DO NOT OVERLOAD**

Do not use with a passenger heavier than 136 kg. (300 lb)



## **LOWER KICK STAND**

Do not place a passenger on Power Evacu-Trac without first lowering the kick stand. This prevents the unit from tipping backwards on flat surfaces. In addition, ensure the kickstand is lowered whenever Power Evacu-Trac (with passenger) is stationary on a flat surface.



## **SECURE THE PASSENGER**

Do not use without securely restraining the passenger using the safety straps provided.



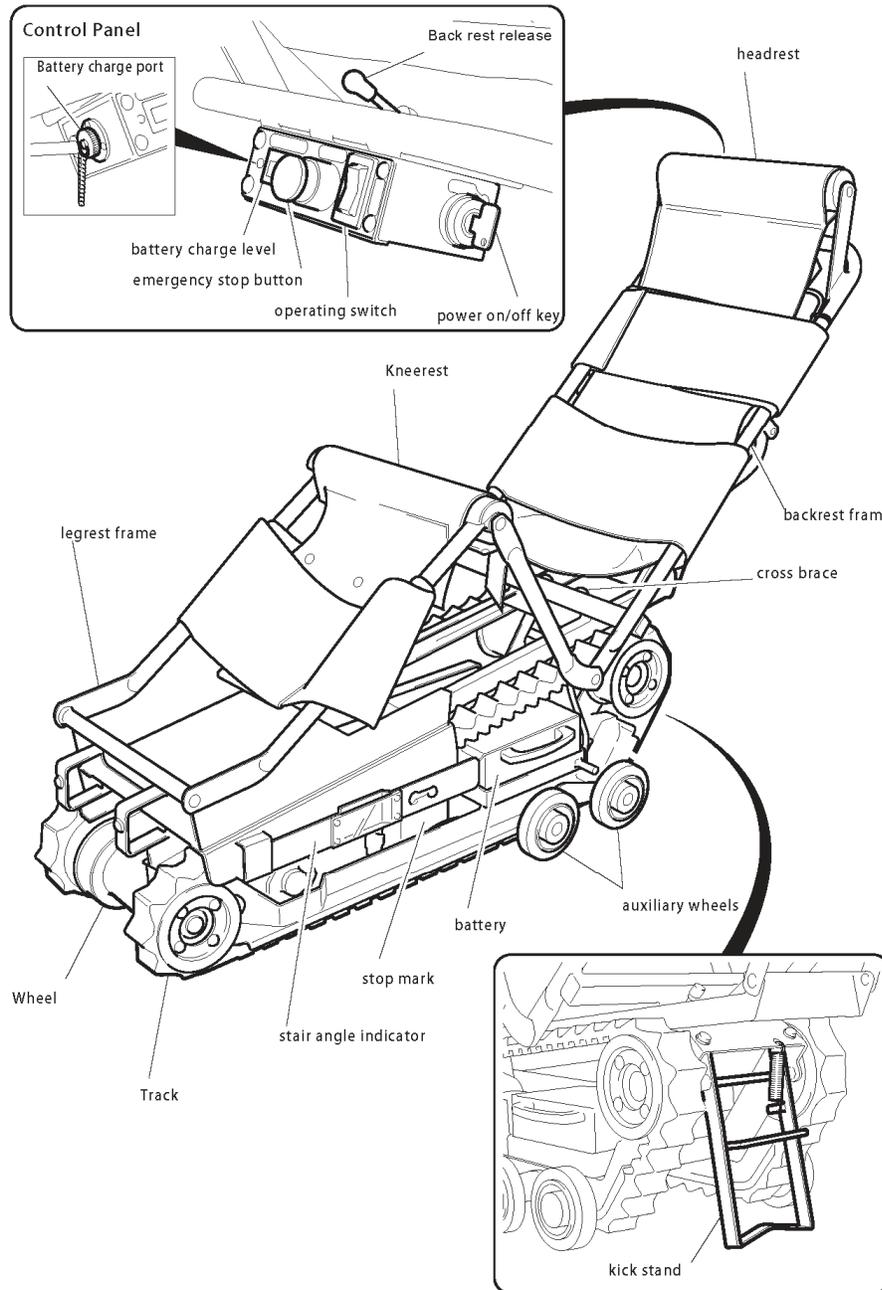
## **WEAR APPROPRIATE FOOTWEAR**

Do not wear high-heeled or slippery shoes when operating the Power Evacu-Trac.

# 2 Terminology

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# 3 Operating Instructions

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## INTRODUCTION

To ensure the safety of the passenger and operator, read these operating instructions carefully. Practice sessions should be held on a regular bases (monthly is recommended) to maintain operator proficiency. In addition, building occupants for whom the Power Evacu-Trac is provided should be familiar with and comfortable in using the device.

## STAIR SLOPE INDICATOR

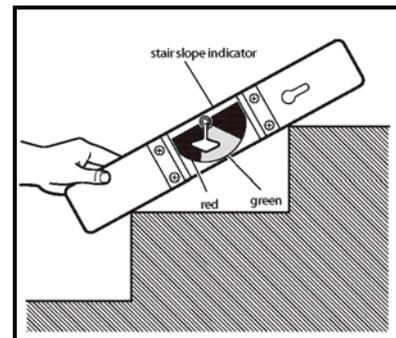
The Stair Slope Indicator is used to assess whether the angle of the stairway is within the optimum operating range of the Power Evacu-Trac. It should always be used.

Place the indicator across two stair noses and observe the colored area to which the arrow points.

**Green:** Optimum operating range.

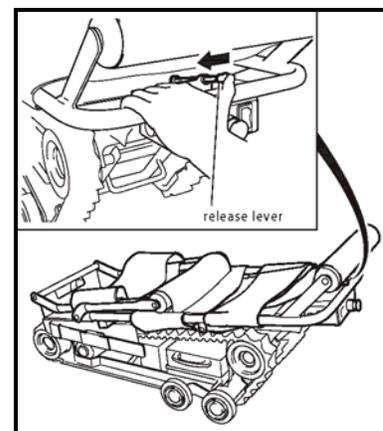
**Yellow:** Use added caution when operating

**Red:** Stairway is too steep for safe operation. Do not use.



## SET-UP AND LOADING

Open the unit by pushing left on the red release lever. This is located just above the operating controls. Then pull the green operating handle out and up until the unit is fully open and snaps into the locked operating position.

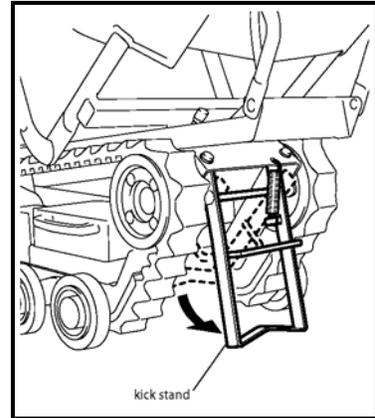


Lower the red kick stand and transfer the passenger.

Fasten the Safety Straps. If you cannot be certain that the passenger's arms will remain in this or her lap, the arms should be wrapped inside the upper Safety Strap.

Raise the kick stand.

Turn on the Key (located on the side of the Control Box).

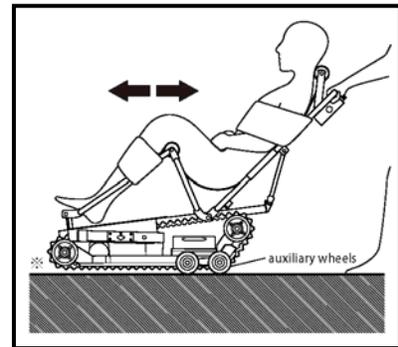


Keep both hands on the Handle when the Kickstand is raised, since the weight of the passenger is balanced over the Auxiliary Wheels. The device may tip over backwards if not supported by the operator.



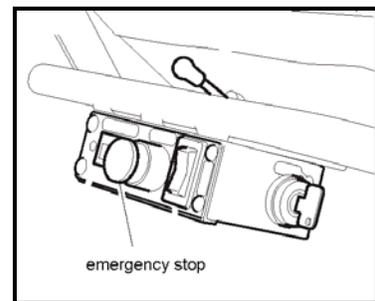
## HORIZONTAL TRAVEL

To move the Power Evacu-Trac on flat surfaces, push down on the Handle until the tracks are raised from the surface, then push the unit along on its Auxiliary Wheels.



## EMERGENCY STOP BUTTON

In the unlikely event that the motor does not stop after the Operating Switch has been released, power to the motor can be disconnected by pressing the Emergency Stop Button. The button can be released by rotating it clockwise. Operating this button draws power from the battery. Do not leave the Key turned on for extended periods if this button is depressed.



**If it is necessary to use the Emergency Stop Button, the ensure Power Evacu-Trac is examined by a qualified service person before it is used again.**

## ASCENDING STAIRS



Use footwear with flat soles and a good grip.

Practice ascending stairs without a passenger until you feel confident of your ability to use Power Evacu-Trac. Practice ascending before you practice descending.

Note: Power-Evacu-Trac must travel “backward” when ascending stairs.

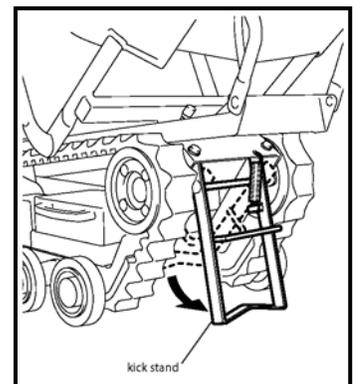
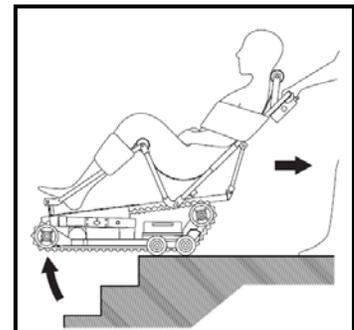
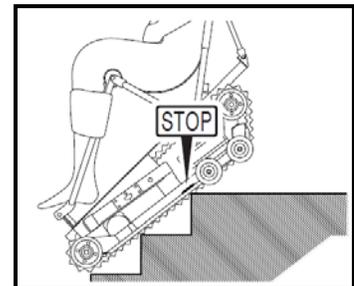
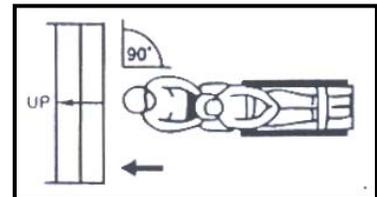
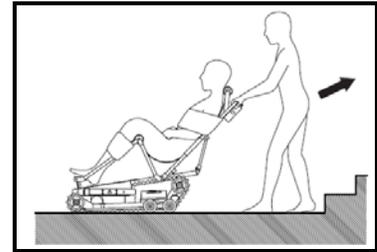
Position the unit at the base of the stairs, at a right angle (90 degrees) to the stairway with the passenger’s back towards the stairs. Keeping both hands on the Handle, use your thumb to press the top side of the Operating Switch. The Power Evacu-Trac will begin climbing the stairs backwards. As you ascend, ensure the unit remains at a right angle to the stairs.

Stop Power-Evacu-Trac at the top of the stairs when the leading edge of the red “STOP” mark on the frame reaches the top stair nose.

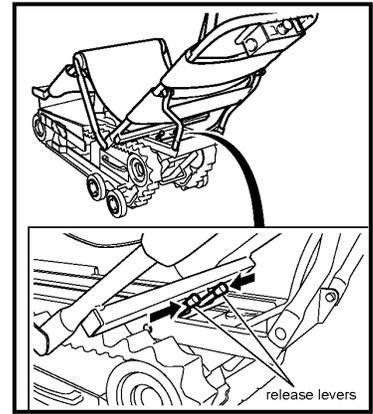
Keeping both hands on the Handle, slowly tilt Power Evacu-Trac backward onto the landing.

When Power-Evacu-Trac is level, press the top side of the Operating Switch, and back up until no part of the unit extends over the stairs. Move Power Evacu-Trac as required using the procedures described under “Horizontal Travel.”

Lower the Kickstand and remove the passenger.



Turn the Key to “Off”, unlock the Handle and fold the Power Evacu-Trac closed by squeezing the pair of red Release Levers located underneath, below the Operating Controls.

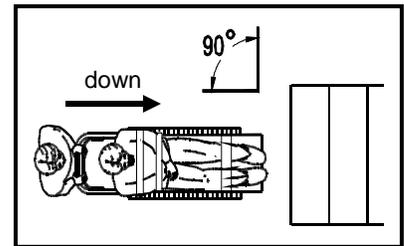


## DESCENDING STAIRS

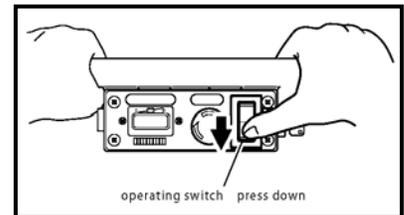


**Note: Power Evacu-Trac must travel “forward” when descending stairs.**

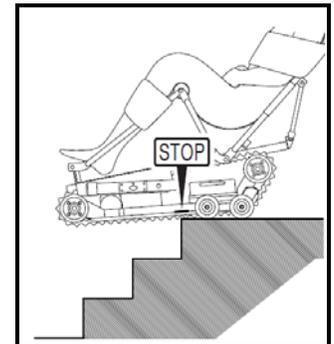
Position Power Evacu-Trac at the top of the stairs, at a right angle (90) to the stairway with the passenger facing towards the stairs.



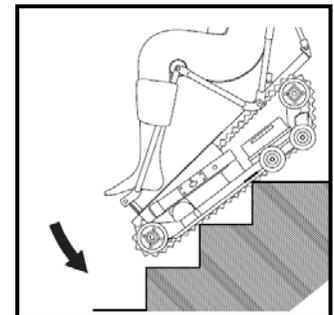
Keeping both hands on the Handle, use your thumb to press the bottom side of the Operating Switch to move Power Evacu-Trac forward.



Release the Switch when the leading edge of the red “STOP” mark on the Frame first comes into alignment with the top of the stair nose.



Keeping both hands on the Handle, slowly tilt Power Evacu-Trac forward until the tracks are resting on the stair noses, then press the bottom side of the Operating Switch to continue descending the stairs.



As you descend, ensure Power Evacu-Trac remains at a right angle to the stairs.

On the lower landing, move Power Evacu-Trac as required using the procedures described under “Horizontal Travel.”

Lower the Kickstand and remove the passenger. Turn the Key to “Off”, unlock the Handle and fold Power Evacu-Trac closed.



# 4 Operating Tips

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1. Curbs or ridges higher than 50 mm (2 in) must be crossed by backing the Power Evacu-Trac over them, powered by the tracks. For ridges less than 50 mm (2 in) that Power Evacu-Trac cannot easily roll over, lift up on the handle and press the bottom side of the Operating Switch while moving forward over the obstacle. This allows the tracks to pull the unit over the obstacle.
2. Operating the Power Evacu-Trac near the inner core of a stairway will keep the stairway clear for pedestrians, facilitate turning corners at the landings and provide your passenger with an added sense of comfort.
3. A slight bump may occur as the Auxiliary Wheels roll over the first stair nose. This is normal. If the tracks slip and can't seem to push Power Evacu-Trac past this point, lift up slightly on the handle while the unit is moving backward. This will provide added traction between the tracks and the floor, allowing the Wheels to ride over the first stair nose.
4. On some stairways Power Evacu-Trac may "bump" slightly at one or two points during ascent or descent. This will not happen on all stairways, and occurs because the spacing between stair tracks does not always coincide with the spacing between stair noses. When the top of a lug contacts a stair nose the unit will shift slightly to position the base of the tack on the stair nose, resulting in a slight "bump". There is no cause for alarm as the Power Evacu-Trac is perfectly stable and safe. Inform your passenger that these "bumps" may occur so the passenger is not alarmed.
5. The red "STOP" mark identifies the balance point of the Power Evacu-Trac. Under most conditions the mark is accurate; however, balance points will vary depending on the weight of the passenger. Always use caution when tilting Power-Evacu-Trac backward or forward at this balance point.

# 5 Service

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## BATTERIES

### General

The Power Evacu-Trac is powered by two 6 volt sealed batteries. These cells are spill-proof, maintenance free and rechargeable. Power capacity under a full load, while traveling upstairs is about 650 stairs or about 30 minutes on a full charge.

### Charging Batteries

Your Power Evacu-Trac comes supplied with a 12 volt Automatic Charger designed for sealed batteries. It features the maximum recommended 4 amp charge rate. It will automatically switch to a trickle-charge rate when the batteries are close to fully charged. The trickle-charge feature prevents over-charging of the batteries and helps prolong their life. Do not leave the battery connected to the charger for long periods of time.

Charging time will vary depending on battery use, but should not require more than 8 hours.

**Caution:** Use of unauthorized chargers may cause damage to the batteries. If a substitute is used, unsure that it features a dual-mode automatic cut-off. Do not use a lead/acid battery charger.

The battery charger can be connected by the plug located on the side of the Control Box or can be connected directly to the Battery Box if it is removed from the machine.

The light on the charger will be **Amber** when the batteries are charging. When the light turns **Green** the batteries are fully charged.

### Extending Battery Life

Battery life can be increased greatly by frequent charging. If a battery is totally discharged before being recharged it might be cycled (charged and discharged) only 180 times before it becomes unusable. If this same battery had been charged more often (for example at 30% depth of discharge) it will cycle over 1200 times. This is a life increase of more than six times.

If a battery has been stored for a long period and has become discharged (but still shows a voltage reading) it can be brought back to full charge by cycling it several times. To do this, charge the battery about ten hours, then use it for a few minutes, but not long enough to totally discharge it. Then charge the battery again for about ten hours then use it for a few minutes. Cycle it this way about five times over a period of two weeks and the battery may recover. Whether or not it does will depend on the age of the battery and the care it has been given.

## **Storing Batteries**

Stored batteries should be fully charged every three months during the storage period.

Storage for a long period without recharging may cause batteries to become unable to be restored to capacity. This period will vary depending on what use the batteries have had before storage, their depth of charge at the time of storage, and the storage conditions.

Ensure the batteries are fully charged when storing.

**IMPORTANT:** The self-discharge rate increases dramatically as temperature increases. Batteries stored where temperatures are allowed to reach 100 F. (38 C) will become totally discharged within five months. If kept at 50 F (10 C) they would have lost only 8% of their charge during the same period.

Batteries can be stored in temperatures as low as -4 F (-20 C).

## **TRACKS**

### **Maintenance and Alignment**

Wear on the tracks should be minimal and track life will be determined by natural environmental conditions. The tracks contain hundreds of steel wires to eliminate any possibility of stretching, and should be replaced if they are cut or cracked in any way, or show signs of deterioration.

**Never apply lubricants to the Tracks outer surface.**

To check alignment, line up a specific point on one Track (e.g. the tip of a lug) with a specific point on the Power Evacu-Trac frame. Ensure that the same point on the opposite Track is aligned with the same reference point on the opposite side of the frame

## **Cleaning**

To assure maximum adhesion to stair surfaces, tracks must be kept clean and free of oil and dirt.

In some cases wax applied to floor surfaces can be spread to the stairs by pedestrian traffic. Over a period of time this wax will build up on the treads, causing poor traction between the tracks and the stairs, and resulting, in slipping on the stairs.

Tracks can be cleaned using a mild detergent. Wax build up can be removed with house hold wax-removing products. The need for cleansing the tracks will depend on the frequency that Power Evacu-Trac is used, but we recommend that tracks be cleaned at least twice yearly.

Do not allow detergent to contact the inside of the Tracks. This area has a special lubricant applied to the factory. This lubricant should last the life of the Power Evacu-Trac.

Similarly, the noses of the stairs that Power Evacu-Trac routinely ascends or descends should be cleaned regularly.

# 6 Trouble Shooting

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SYMPTON	POSSIBLE CAUSE	REMEDY
Motor will not operate	Key not turned on  Emergency Stop Switch pressed  Battery not connected  Battery low  Loose wires in battery connector or between battery cells	Turn on  Turn to release  Connect Battery  Recharge Battery  Check and solder or tighten as required
Charger won't recharge battery	Poor connection between charger and battery  Charger defective  Batteries worn out or defective	Check and tighten  Contact dealer  Contact dealer
Tracks slips on stairs	Tracks out of alignment  Tracks dirty	contact dealer  Refer to page 14

# **7 Warranty**

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**Garaventa warrants Power Evacu-Trac to be free of defects in materials and workmanship under normal use and service for a period of TWO years from the date of purchase, reasonable wear and tear excluded. Proof of date of purchase is required to determine warranty period.**

**This Warranty does not extend to any unit which has been subjected to misuse, neglect, accident, modifications, or damage from fire, lightening, or water, or used in violation of the instructions, furnished, nor units repaired or altered by anyone other than an authorized dealer.**

**Garaventa's liability hereunder is limited to repair and replacement only. Transportation and labor charges are not covered. Garaventa accepts no liability for any loss or damage resulting from the use or misuse of Power Evacu-Trac, whether such loss or damage is direct, indirect or consequential. All other express or implied warranties, statutory or otherwise are excluded.**