

## A guide to the safe use of Philip Payne Luminaires

### General Guidance

1.1 These notes have been produced to ensure that information is available in relation to safety in handling, installation, use and disposal of the luminaires and related lighting products sold by Philip Payne Ltd. The following notes are of general nature; specific information regarding installation, maintenance, use and disposal appropriate to individual models is provided in the instruction leaflet supplied with the luminaire, or its packaging, and may also be shown in catalogues and leaflets.

1.2 U.K. legislation imposes upon a company or persons using the company's product an obligation to ensure that all those involved with the equipment are made fully aware of any precautions that need to be taken.

1.3 Our products are designed to conform to the requirements of U.K. law and the relevant National or International standards. They should NOT be modified. Any modification may render this product unsafe and will invalidate its safety/approval marks. Philip Payne Ltd. Will not accept responsibility for any damage caused as a result of their modification.

1.4 Installation of this product should only be carried out by competent person(s) in accordance with any instructions supplied with the luminaire. If in any doubt, consult a qualified engineer

### Specific Requirements

2.1 Our products, unless specifically stated otherwise, are intended for lighting purposes only.

2.2 Where a luminaire instruction sheet is provided the instructions should be followed correctly and retained with the Installation for future reference.

2.3 Ensure that the rated voltage/frequency of the luminaire is compatible with the mains supply.

2.4 Installation should be carried out in accordance with the local wiring rules (such as the latest IEE wiring regulations in the U.K.).

2.5 The supply should be isolated before any electrical work is undertaken.

2.6 Our products are designed for operation in a maximum ambient temperature of 25°C (indoor or outdoor luminaires otherwise stated).

2.7 Unless otherwise marked or stated, all our luminaires are designed for operation in normal indoor conditions and rated IP20. Do not use in damp, dusty or corrosive situations. In these circumstances our luminaires having the correct IP rating and resistance to corrosion should be used.

2.8 When making the electrical supply connections observe the correct polarity indicated by colour coding of wires or marking of terminals. To comply with EMC regulations ensure that the mains supply is as short as possible within the luminaire. Do not place the cable close to the internal wiring, particularly important when through wiring.

2.9 Ensure that all of our luminaires are reliably earthed.

2.10 Observe the correct mounting orientation limitations of the luminaire, which may in some cases be restricted by the lamp. Ensure that our luminaire is reliably and securely fixed to an appropriate mounting surface.

2.11 Attention should be paid to the temperature limits imposed by the material of the mounting surface including conduit boxes of plastic material.

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2.12 Use lamps only of the recommended type and rating and follow the lamp manufacturer's instructions. Observe particular the rated wattage specified for the luminaire.

2.13 The installing engineer should take appropriate precautions in relation to any surges which may arise when inductive luminaires are operated on MICC cable. This will be particularly important when replacing filament lamp luminaires (or filament lamps) with luminaires for use with discharge lamps (e.g. tubular fluorescent, compact fluorescent, and other low and high pressure discharge lamps).

2.14 Certain of our luminaires use plastic materials within their construction. Such materials may suffer from attack or degradation caused by chemicals or solvents. For advice, our Technical Dept. should be consulted.

### Operation and Maintenance

3.1 luminaires should not be covered by heat insulating material or by any other material which may prevent heat dissipation.

3.2 All lamp types operate at high temperatures. Care must be taken when handling, adjusting or re-lamping the luminaire.

3.3 To avoid damage, failed lamps should be replaced promptly and the luminaire should be switched off as soon as lamp failure is noted. Replacement lamps should be of the same type. Always ensure lamps are fully inserted. Some fluorescent linear lamps should be rotated through 90°, poor contacts may damage control gear.

3.4 Repairs should only be carried out by suitably qualified persons. Only replacement components authorised by the company may be used. Disposal of replaced components should be in accordance with the component manufacturer's instructions where applicable.

3.7 Unless otherwise stated our luminaires are designed for direct connection to a standard mains supply as marked on the luminaire or components, without any intervening control device other than a mechanical switch.

3.8 Servicing e.g. cleaning, lamp or fuse replacement, should only be carried out after the luminaire has been made electrically safe.

3.9 Cleaning should be carried out at regular intervals for hygienic reasons and to ensure that dirt does not accumulate to an extent that it will impair the electrical and/or thermal safety of the luminaire. Regular cleaning will also ensure that the photometric performance is maintained. See Section 2.14

3.10 Deposits on external surfaces of batteries must be prevented from contact with sensitive areas of the body. Care should be taken to ensure that cells are connected with regard to correct polarity.

### Disposal

The WEEE Directive came into force on the 1st July 2007 placing obligations upon users and producers to handle their electronic and electrical waste more carefully and such waste can no longer simply be placed in landfill

All businesses producing EEE must have joined a Compliance Scheme by 15th March 2007 - Philip Payne Limited have joined Lumicom ( [www.lumicom.co.uk](http://www.lumicom.co.uk) ). Please see our website [www.philippayne.co.uk](http://www.philippayne.co.uk) for our full WEEE statement  
**Lamps** -This is the responsibility of the lamp manufacturer -Please contact the lamp brand manufacturer at the appropriate time for further information. It is likely that their own dedicated Compliance Scheme -Recolight (see [www.recolight.com](http://www.recolight.com)) will handle lamp waste

**Capacitors** - The PCB's in our luminaires do not contain Capacitors.

**Batteries** -Batteries supplied in Philip Payne Products contain toxic compounds and they should not be disposed of in general waste .The Batteries Directive 2006/66/EC was published on 26 September 2006. The UK now has a deadline of 26 September 2008 to transpose the provisions into national law. Philip Payne will comply with these legal obligations these as they are introduced.

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