

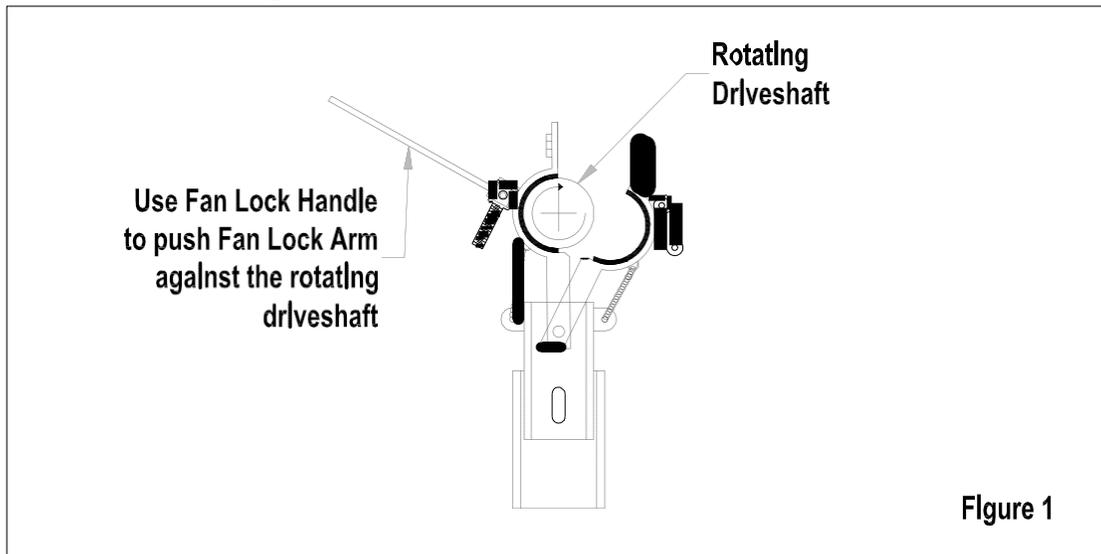
# Cooling Towers LLC.

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## Fan Locking Device Operation Procedure

### Procedure to Engage Fan Lock

- De-energize the Fan Motor.
- Use the Fan Lock handle to push one side of the Fan Lock Arm against the rotating driveshaft. (See Figure 1)



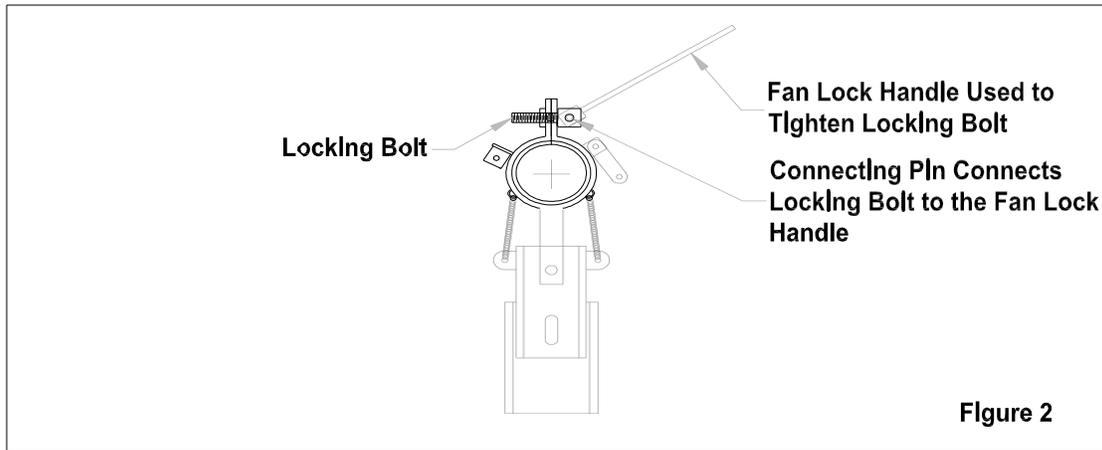
- Once the driveshaft has come to rest, the other Fan Lock Arm should be rotated into position against the other side of the driveshaft.
- Remove the Connecting Pin that connects the Locking Bolt to the base of the Fan Lock Handle. Once the Connecting Pin is removed the Locking Bolt and the Fan Lock Handle are disconnected from the Fan Lock.
- Screw the Locking Bolt through the welded nuts on top of the opposing Fan Lock Arms, which locks the two arms into position.
- Connect the base of the Fan Lock Handle to the end of the Locking Bolt by inserting the Connecting Pin through the hole at the end of the Locking Bolt and the hole at the base of the Fan Lock Handle. The Fan Lock Handle can be used as a lever to tighten the Locking Bolt. (See Figure 2)

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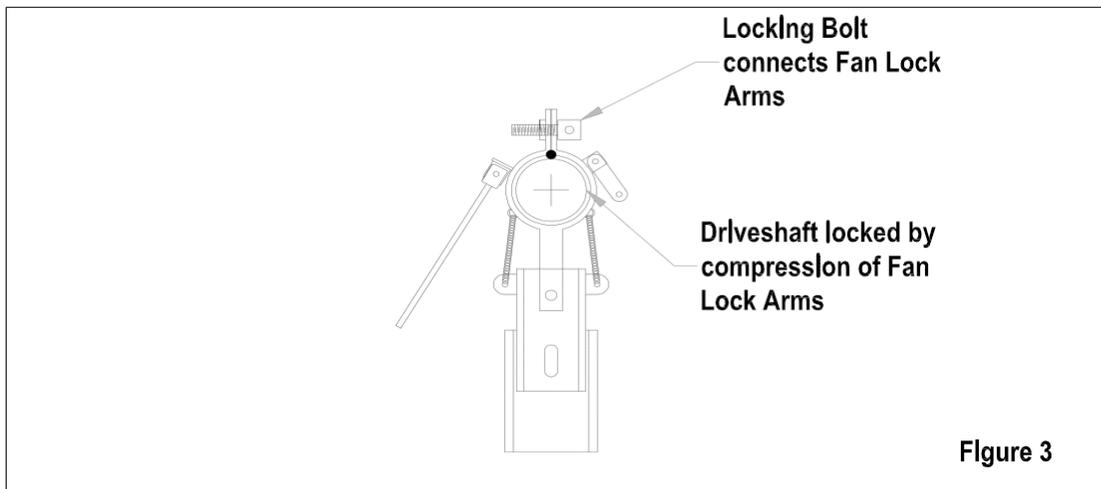
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- Once the Locking Bolt is adequately tightened, the Fan Lock Arms are locked together. The compression exerted on the driveshaft does not allow any rotation. (See Figure 3)
- Remove the Connecting Pin from Locking Bolt and re-connect the Fan Lock Handle to its original position using the Connecting Pin as the connection device.



- Rotate clasp up to align the hole of the Clasp with Locking Bolt hole. Insert a Padlock through the two holes. Lock Out/Tag Out is achieved with the Padlock locked in position. (See Figure 4)

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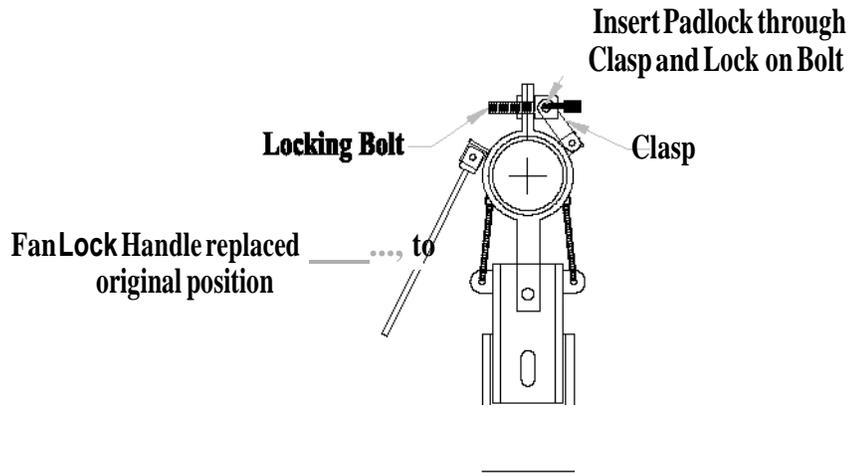


Figure4

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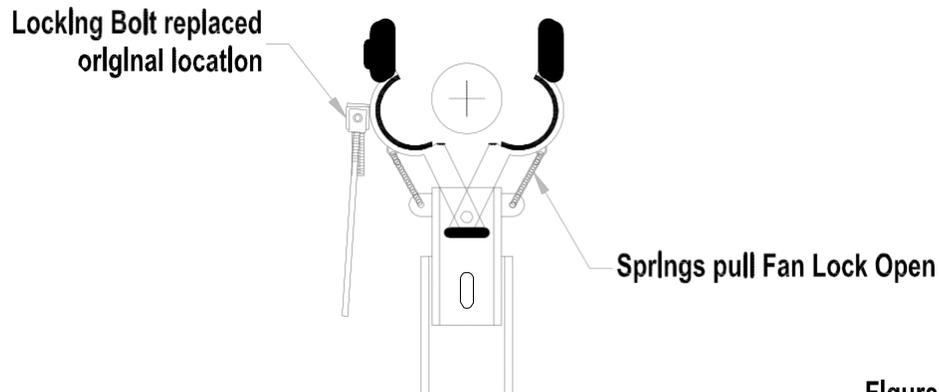
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## Procedure to Disengage Fan Lock

- Remove the Padlock from the Locking Bolt and Clasp.
- Allow clasp to rotate back down to original position.
- Remove the Connecting Pin that connects the Locking Bolt to the base of the Fan Lock Handle. Once the Connecting Pin is removed the Locking Bolt and the Fan Lock Handle are disconnected from the Fan Lock.
- Connect the base of the Fan Lock Handle to the end of the Locking Bolt by inserting the Connecting Pin through the hole at the end of the Locking Bolt and the hole at the base of the Fan Lock Handle. The Fan Lock Handle can be used as a lever to loosen the Locking Bolt.
- Completely unscrew the Locking Bolt from the Fan Lock Arms and remove. Reinstall the Locking Bolt to its original position connected to the base of the Fan Lock Handle.



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Figure

- Springs will pull the Fan Lock Arms into the open position. Springs keep Fan Lock Arms in the open position during tower operation.

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