

Safety guide



Océ Original / Copy Delivery Tray



A CANON COMPANY

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Chapter 1

Safety information

Safety information (all countries)

Introduction

All the products have been tested in accordance with the strictest international safety standards. Please read the following sections before you connect the machine to the power supply. These sections contain important information with regard to the user safety and the prevention of equipment problems. Make sure that you observe the safety rules hereinafter. This helps to assure that you can work with the product/system safely. Make sure that you observe all the precautions mentioned below.



NOTE

- Safety Regulations require the product name to be registered. In some regions where this product is sold the following name(s) may be registered instead.
 - **Océ Original / Copy Delivery Tray (Océ 01007)**
- Depending on the context, the terms, system, machine, and equipment used in the user documentation means the product for which this user documentation is applicable.
- Some parts of the contents of this section may not be applicable to your product.
- Please refer to the corresponding Safety Data Sheets for specific safety information. You can download the Safety Data Sheets from the support site of your product at "<http://global.oce.com/support/>"

Warning and caution indicators (manual)

The following indicators are used in the manuals to categorize the level of the seriousness of hazard:



WARNING

Indicates a warning concerning operations that may lead to death or injury to persons if not performed correctly. To use the machine safely, always pay attention to these warnings.



CAUTION

Indicates a caution concerning operations that may lead to injury to persons if not performed correctly. To use the machine safely, always pay attention to these cautions.



IMPORTANT

Indicates operational requirements and restrictions. Be sure to read these items carefully to operate the machine correctly, and avoid damage to the machine or property.



NOTE

Indicates a clarification of an operation or contains additional explanations for a procedure. Reading these notes is highly recommended.



NOTICE: Indicates an operation that must not be performed. Read these items carefully and make sure not to perform the described operations

Warning and caution indicators (machine)

The following indicators are used in the machine to warn the user of possible safety risks:



WARNING

Whenever this label is affixed to parts of the machine that are accessible to the user, a remark can be found in the user documentation, explaining the potential hazard for which the user is warned or cautioned. The user is urged to consult the user documentation in order to understand the safety risk and learn how to avoid damage or injury.



CAUTION

Ignoring this caution could cause injury to skin; see also the "Actions in response to troubles" section.

Disassemble and modification



WARNING

- Do not remove covers and panels which are fixed to the machine. Some machines have a high-voltage component or a laser beam source inside that could cause an electrical shock or blindness.
- Do not modify this machine, because this could cause a fire, electrical shock or breakdown. If the machine contains a laser, the laser beam source could cause blindness.
- Do not carry out maintenance activities for other components and maintenance materials than the components and materials that are mentioned in the user manual.
- To avoid any risk, only properly qualified and trained service technicians are allowed to modify the machine.
- Do not bridge or disable any safety interlock devices.



IMPORTANT

- Do not open any door while the machine starts up or runs, unless the operator panel displays a message that asks you to open one or more doors.
- Do not bridge any mechanical or electrical circuit breakers.

Power cord



WARNING

- Do not scratch, abrade, heat, twist, bend, place a heavy object on or cause any other damage to the power cord. The use of a damaged power cord (exposed core wire, broken wire, for example) could result in a fire or breakdown. If you find any of these conditions, immediately turn OFF the power switch and unplug the power cord from the power outlet. Then call your authorized service representative.
- Only use the mains connector cable that was supplied with the machine.
- Do not use any power cable other than the one provided. Never use the power cable with any other electrical device.

Power source



WARNING

- Put the power plug directly into a wall socket that has the same configuration as the plug. The use of an adapter leads can result in an inadequate power supply. If a proper wall outlet is not available, ask a qualified electrician to carry out the installation.



IMPORTANT

- Do not connect the machine to a mains voltage that differs from the value as stated on the power marking label.



NOTE

- If connection to a different mains voltage is required, contact your authorized service representative.

Power plug



WARNING

- For machines that are connected via a wall socket: Place the machine close to a wall socket that is easily accessible. The power plug is intended to serve as a disconnect device.

Grounding



WARNING

- Connect the power cord to an electrical outlet (wall socket) that is equipped with a grounding terminal.
- This equipment has not been designed for connection to an IT power system. An IT power system is a voltage network in which the neutral wire is not connected to ground.

Installation



WARNING

- Make sure that the machine is placed on a level, horizontal surface of sufficient strength.
- Do not place this machine on an unstable or tilted surface.
- Do not place this machine in a location that is subject to lots of vibrations and shocks.
- Do not use flammable sprays, liquids or gases near this product, because this could cause a fire.

Ventilation



IMPORTANT

- Do not block the ventilation openings of the machine.

Actions in response to troubles



WARNING

- When a piece of metal, water or any other similar foreign matter gets inside the machine, immediately turn OFF the power switch and unplug the power cord from the power outlet. Then call your authorized service representative.
 - Immediately stop using the machine if the machine becomes excessively hot, emits smoke, or produces unusual odors or noises. Immediately turn OFF the power switch and unplug the power cord from the power outlet. Then call your authorized service representative.
 - Stop using the machine if the machine was dropped or a cover was damaged. Immediately turn OFF the power switch and unplug the power cord from the power outlet. Then call your authorized service representative.
-

Consumables, supplies and maintenance materials



CAUTION

- Always use the materials which the manufacturer recommended and which are developed for this machine. Materials not approved by the manufacturer may result in faults in your machine.
 - Use maintenance materials or other materials for their intended purpose only.
-



IMPORTANT

- Do not place any liquids on the machine.
-

Moving the machine



WARNING

- Make sure that you disconnect the power cord and other cables before you move the machine.
 - Make sure that you check the documentation for the correct machine location before you move the machine.
 - Make sure that whenever the machine is moved, this is done by properly qualified people who have received adequate instructions.
-

General use



WARNING

- Do not lean, lie or stand on any part of the machine, including any unit that can be pulled outward (e.g. paper drawers).
-



IMPORTANT

- Unplug the product when you will not use it for a long period of time.
-

Chapter 2

Regulation notices

Regulation notices

Grounding (Finland (FI), Norway (NO) and Sweden (SE) and Denmark (DK) only)

- FI: Laite on liitettävä suojamaadoituskoskettimilla varustettuun pistorasiaan
- NO: Apparatet må tilkoples jordet stikkontakt.
- SE: Apparatens skall anslutas till jordat uttag.
- DK: Apparatets stikprop skal tilsluttes en stikkontakt med jord, som giver forbindelse til stikproppens jord.

Translation: The machine must be connected to a grounded power outlet.

Radio Interference suppression (all countries except USA)

- Warning: This is a Class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

FCC approval (USA only)

- This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the Operator's Manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.
- Do not make any changes or modifications to the equipment unless otherwise specified in the manual. If you make such changes or modifications, you could be required to stop operation of the equipment .

ICES-003; Interference-causing equipment (Canada only)

- This Class A digital apparatus complies with Canadian ICES-003. Cet appareil numérique de la classe A est conforme à la norme NMB-003 du Canada.

VCCI (Japan only)

- **Class A ITE**

<p>この装置は、クラス A 情報技術装置です。この装置を家庭環境で使用すると電波妨害を引き起こすことがあります。この場合には使用者が適切な対策を講ずるよう要求されることがあります。</p> <p>VCCI-A</p>

Translation: This is a Class A product based on the standard of the VCCI Council. If this equipment is used in a domestic environment, radio interference may occur. In such cases, the user may be required to take corrective action.

EAC (Russia, Kazakhstan and Belarus only)



The following information about this product can be found on the rear side of the machine:

- Model number
- Mains specifications
- Manufacturer
- Country of origin
- Production date <YYYY-MM-DD>
- EAC Marking

End of Life; WEEE (EEA and Switzerland only)

- This symbol indicates that this product is not to be disposed of with your household waste, according to the WEEE Directive (2012/19/EU) and your national law. This product should be handed over to a designated collection point, e.g. on an authorized one-for-one basis when you buy a new similar product or to an authorized collection site for recycling waste electrical and electronic equipment (EEE). Improper handling of this type of waste could have a negative impact on the environment and human health due to potentially hazardous substances that are generally associated with EEE. At the same time, your cooperation in the correct disposal of this product will contribute to the effective usage of natural resources. For more information about where you can drop off your waste equipment for recycling, please contact your local city office, waste authority, approved WEEE scheme or your household waste disposal service. For more information regarding return and recycling of WEEE products, please visit "<http://www.canon-europe.com/environment>". Reference: Directive 2012/19/EU.



End of Life; WEEE (India only)

- This product is not to be disposed of with your household waste, according to the e-waste (Management and Handling) Rules, 2011. This product should be handed over to a designated collection point, e.g., to an authorized collection site for recycling waste electrical and electronic equipment (EEE). Improper handling of this type of waste could have a negative

impact on the environment and human health due to potentially hazardous substances that are generally associated with EEE. At the same time, your cooperation in the correct disposal of this product will contribute to the effective usage of natural resources. For more information regarding return and recycling of WEEE products, please visit "<http://www.canon.co.in/environment>". Also, this product complies with the "India E-waste Rule 2011" and prohibits use of lead, mercury, hexavalent chromium, polybrominated biphenyls or polybrominated diphenyl ethers in concentrations exceeding 0.1 % by weight and 0.01 % by weight for Cadmium, except for the exemptions set in Schedule II of the Rule.



RoHS (China only)

- The Environmental Protection Use Period (EPUP) applicable for the printing system designated for deliveries to the People's Republic of China is 20 years. This EPUP, which does not include consumables or expendables, does not affect any warranty that is provided for the system and may not be construed or interpreted as a separate guarantee for the printing system.



RoHS (Vietnam only)

- Canon and Océ brand products sold in Vietnam market comply with following Circular and Decision -"Circular No.30/1011/TT-BCT dated August 10,2011 of the Ministry of Industry and Trade stipulating temporarily the permissible content limitation of some toxic chemicals in the electronic, electrical products" -Decision No.4693/QD-BCT correcting Circular 30/2011/TT-BCT For the statement on Canon Marketing Vietnam website, please see the last paragraph on the web page of the following URL: "<http://www.canon.com.vn/personal/web/company/about/csr?languageCode>".

Recycled paper (All countries)

- The use of recycled paper benefits the environment. The Océ Original / Copy Delivery Tray is designed to use recycled paper, including chlorine free paper, which complies with the requirements of EN12281:2002.

Chapter 3

General information

General information

Caution labels and notations (All countries)

- The power-marking label is located near the mains entrance. If connection to a different mains voltage is required, contact Customer Service.
- Do not remove caution labels or caution notations. If a label or notation is soiled, please clean the label or notation. If you cannot make label or notation legible, or if the label or notation is damaged, please contact your service representative.

Space requirements and operation precautions (All countries)

- The required operating space of this product will be communicated to each customer by the local sales representative during the Site Survey.
- Please refer to the corresponding Safety Data Sheets for specific safety information, including the dimensions of the product, the recommended room volume and ventilation rate. You can download the Safety Data Sheets from the support site of your product at "<http://global.oce.com/support/>".

Operating environment (All countries)

- The environmental requirements for correct operation of the machine are as follows:
Operating temperature (T): 17 °C (63 °F) to 30 °C (86 °F)
Relative Humidity (RH): 10% to 80%

Deployment area: below 2000 m (approx. 6500 ft) altitude and non tropical (China only):



‘仅适用于海拔2000m以下地区安全使用’

Translation: Can only be safely used at altitudes below 2000 meters (approx. 6500 feet).



‘仅适用于费热带气候条件下安全使用’

Translation: Can only be safely used in non tropical weather.

Chapter 4

Miscellaneous

Online support for your product

Introduction

Océ offers comprehensive support for your product on the website:

["http://global.oce.com/"](http://global.oce.com/)

Here you can find the latest information that can help you to take full benefit of your product. You can also find answers to your questions.

Please visit the website regularly for updates on the following topics:

- Downloads:
- Support
- Supplies

Downloads

User manuals, printer drivers and other resources may change without prior notice. To stay up-to-date, you are advised to download the latest resources from:

["http://global.oce.com/support"](http://global.oce.com/support)

You must always download the latest safety information for your product before using it. Before you use your product, make sure that you read and understand all safety information in the manual entitled "**Safety Instructions**".

Addresses local Océ organizations

For the addresses of local Océ organizations see:

["http://global.oce.com/contact/countries"](http://global.oce.com/contact/countries)

Comments

Send your comments by e-mail to:

itc-userdoc@oce.com



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