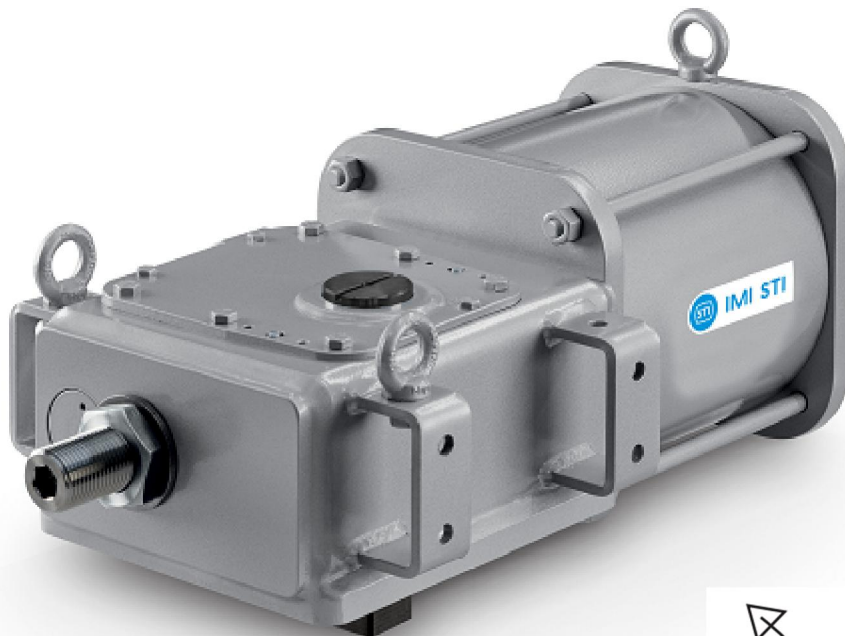


Quarter turn pneumatic actuator RTC Series

Double acting version type RTC
Single acting version type RTCS

INSTRUCTION MANUAL 5100



Engineering
GREAT Solutions

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Date	Revision	Description	Author	Approval

STI S.r.l. has taken every care in collecting and verifying the documentation contained in this Instruction Manual. The information herein contained are reserved property of STI S.r.l.


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1 GENERAL INFORMATION

1.1 General Warnings

<p>Important</p> 	<p>This Instruction Manual is an integral part of the machine, it should be carefully read before carrying out any operation and it should be kept for future references.</p> <p>This Instruction Manual covers the RTC Series actuators in the base version without any accessories and/or control panel.</p> <p>In case accessories and/or control panel are foreseen mounted on the actuator an additional Section to this Instruction Manual will be attached to the specific actuator.</p> <p>This Instruction Manual is realized in accordance with the Directive 2006/42/CE.</p> <p>When the actuators are used for safety application with required SIL level (IEC 61508/61511) please refer also to the specific safety manual.</p>
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1.2 Generalities

STI S.r.l. actuators are conceived, manufactured and controlled according to the Quality Control System in compliance with EN ISO 9001 International Standard.

1.3 Manufacturer

With respect to Machinery Directive 2006/42/EC the Manufacturer of the described RTC/RTCS actuator series, is **STI S.r.l.** as specified on the machinery label.

STI S.r.l. Via Dei Caravaggi 15
24040 Levate (BG) Italy
Tel. +39 035 2928.2
Fax +39 035 2928.247
imisti.sales@imi-critical.com

1.4 Terms and conditions

STI S.r.l. guarantees each single product to be free from defects and to conform to current goods specifications. The warranty period is one year from the date of installation by the first user, or eighteen months from the date of shipment to the first user, whichever occurs first.

The warranty does not cover special products or components not covered by warranty in their turn by subcontractors. No warranty is given for products which have been subject to improper storage, improper installation, misuse, or corrosion, or which have been modified or repaired by unauthorised personnel. Repair work due to improper use will be charged at standard rates.

1.5 Manufacturer's Liability

STI S.r.l. declines all liability in the event of:

- use of the actuator in contravention of local safety at work legislation
- incorrect installation, disregard or incorrect application of the instructions provided on the actuator nameplate and in this manual
- modifications without STI's authorisation
- work done on the unit by unqualified or unsuitable persons.

1.6 Applicable Standards and Directives

1.6.1 General Standards

- EN ISO 12100:2010: Safety of machinery - General principles for design.
Risk assessment and risk reduction.
- IEC 61508-1/7 (Ed. 2010)
- IEC 61511-1 (Ed. 2016)

1.6.2 European Directives (mandatory only for installations in EU Countries)

- 2006/42/EC Machinery Directive.
- 2014/68/EU Pressure Equipments Directive (PED)
- 2014/35/EU Directive for Low Voltage Equipment (LV)**
- 2014/30/EU Directive relating to the Electromagnetic Compatibility (EMC)**
- 2014/34/EU Directive concerning equipment for use in potentially explosive atmospheres (ATEX)

** Applicable only when electrical control panel is supplied integrate with the actuator

1.7 Symbology Used

1.7.1 Signs of warning

Be careful where these symbols are shown, they indicate a potentially hazardous situation and they warn that if the steps are not properly performed, MAY RESULT CAUSING serious injury, death or long-term risks to the health of exposed persons.



GENERAL DANGER



DANGER POWER SUPPLY



CRUSHING HAZARD

1.7.2 Signs of obligation



General obligation (with the possible supplementary signboard)



Must wear protective clothing.



Obligation to wear protective footwear.



Is required to wear a helmet.



Is required to protect the eyes.



Obligation to protect your hearing.

2 DEVICE DESCRIPTION

2.1 General Description

RTC Single/double acting pneumatic low-pressure actuators, are suitable for the operation of quarter turn valves (ball valves, butterfly valves, plug valves) for ON-OFF and modulating heavy-duty service

The actuator is made up of a weatherproof scotch yoke mechanism transforming the linear movement of the pneumatic cylinder (on closing or opening) into the rotary movement, which is necessary for valve operation.

The travel stroke of the yoke is adjustable between -4° / $+4^{\circ}$ at both ends by means of the external mechanical stops arranged into the side-wall of the mechanism body and into the end flange of the pneumatic cylinder.

Scotch yoke mechanism centerbody cover is machined to provide the assembly pattern for any required accessories (i.e. positioner, signaling limit switches, position transducer, etc.) by means of proper matching units. The above mentioned accessories are operated by the actuator drive sleeve.

Actuator centerbody bottom wall is machined with threaded holes to allow actuator mounting on top of valve top-work either directly or, when required, with the interposition of an adaptor flange or a mounting bracket.

2.2 Identification of the Main Part

The RTC actuator is composed by three main parts:

- 1) Scotch yoke mechanism.
- 2) Pneumatic cylinder.(with internal spring for single acting version)
- 3) Stopper screw assembly.
- 4) Stop setting screw kit

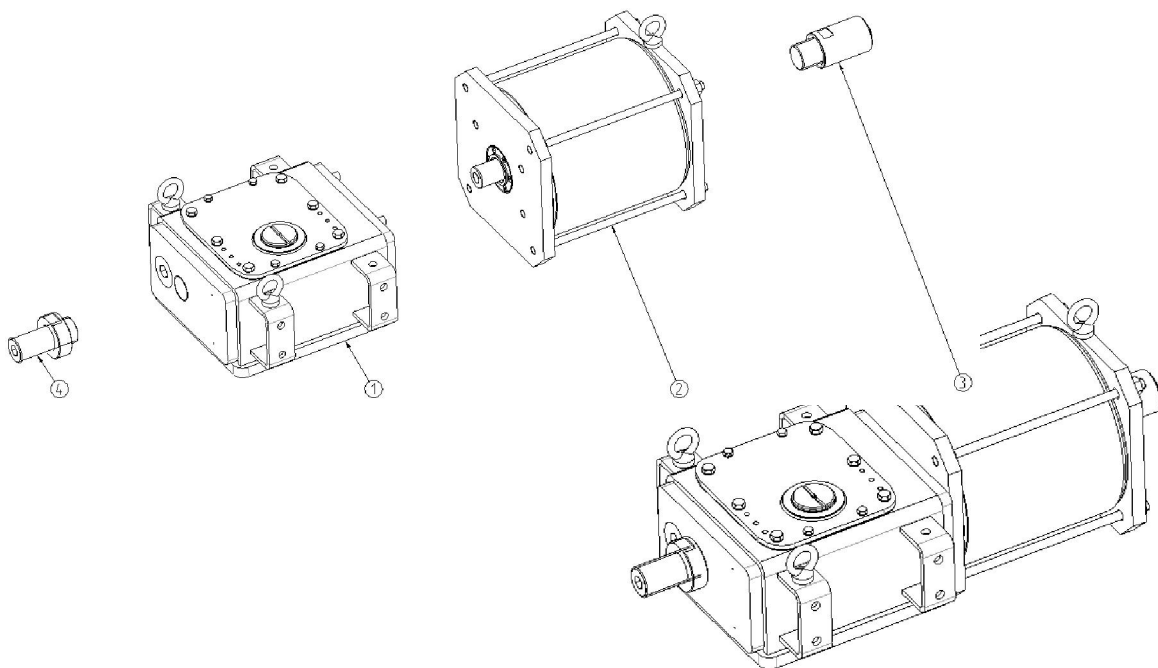
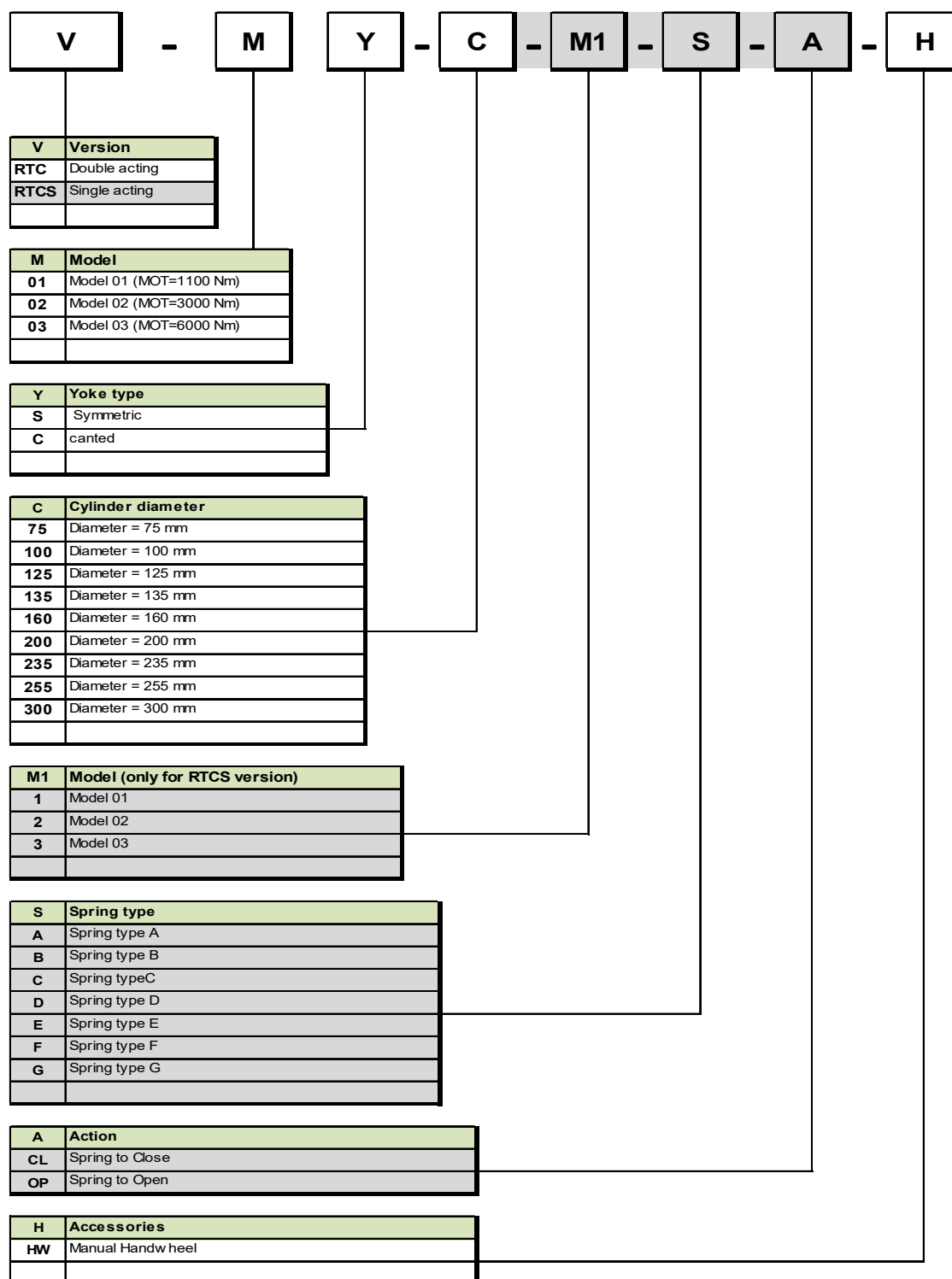


Fig. 1: Main parts for RTC/RTCS actuator series

2.3 Actuator coding description






3 TECHNICAL DATA

DATA	
Supply medium ⁽¹⁾	Air, Nitrogen or Natural Gas
Operating temperature	General applications (outside EU Countries): Standard: -30°C +100°C Optional: -60°C +100°C (*) PED applications (within EU Countries): Standard: -20°C +100°C Optional: -50°C +100°C (*) (*) for SIL applications T° amb. min ≥ -40°C
Cylinder design pressure	12 bar
Operating pressure range	Data are available on the nameplate (depending on customer requirements and specifications.)
Max Output torque	RTC 01 Series up to 1100 Nm RTC 02 Series up to 3000 Nm RTC 03 Series up to 6000 Nm
Design life	30 years
Applications	On-Off Modulating service (on request)

- ⁽¹⁾ Recommended quality of the medium at the inlet port of pneumatic cylinder according to ISO 8573-1:
- Solid particle Class 7 (particle size ≤ 40 µm, concentration ≤ 10 mg/m³)
 - Humidity Class 3 (pressure dew point ≤ -20°C)
 - Oil Class 4 (concentration total oil ≤ 5 mg/m³)
- Contractor shall specify the quality of the supply medium considering the above recommendation.

4 NAMEPLATE

The identification plate fixed on the actuator contains the main actuator operating conditions. It is forbidden to modify the information and the marks imprinted in the nameplate without previous written authorization by STI S.r.l.

 STI s.r.l. Via Dei Caravaggi 15 - 24040 LEVATE (BG)-ITALY www.imi-critical.com - FAX +39 035 2928247			
 II 2 GD		Ref. INERIS <input type="text"/>	
Ex h II <input type="checkbox"/> T4 Gb / Ex h III C T135°C Db		Certificate IECEx INE 19.0024	
Order	<input type="text"/>	Serial N°	<input type="text"/>
Model	<input type="text"/>	Year	<input type="text"/>
Rated Torque	<input type="text"/> Nm	Max. allowable Pressure	<input type="text"/> bar
Pressure Range	min <input type="text"/> / max <input type="text"/> bar	Fluid	<input type="text"/>
Temp. Range	min <input type="text"/> / max <input type="text"/> °C	Valve TAG	<input type="text"/>
Degree of Protection IP66/67H according to IEC/EN 60529			

5 INSTALLATION



Important: Not performing the following procedures will invalidate the product guarantee.

5.1 Transport



Important: The lifting and handling should be made by qualified staff and in compliance with the laws and provisions in force.



Warning: Lift the actuator as shown in Fig.2.
The fastening points are appropriate for the lifting of the actuator alone and not for the valve + actuator assembly.



Warning: Avoid that during the handling, the actuator passes above the staff.
The actuator should be handled with appropriate lifting means.
The weight is reported on the delivery bill and on overall-dimensions drawings furnished with the documents accompanying the actuator.
For base actuator dimensions and weights please consult www.stiactuation.com

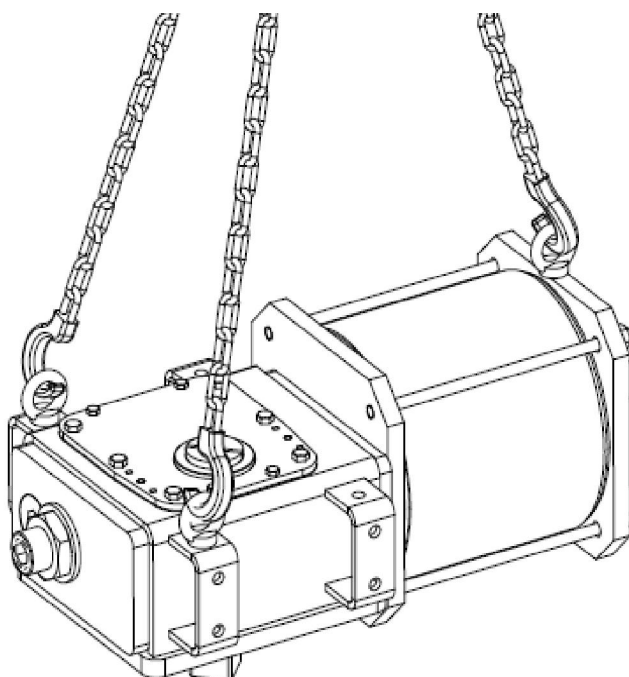


Fig. 2 – Lifting points for RTC/RTCS actuator series

5.2 Reception

- Check that the model, the serial number of the actuator and the technical data reported on the identification plate correspond with those of order confirmation (Sect. 4).
- Check that the actuator is equipped with the fittings as provided for by order confirmation.
- Check that the actuator was not damaged during transportation: if necessary renovate the painting according to the specification reported on the order confirmation.
- If the actuator is received already assembled with the valve, its settings have already been made at the factory. If the actuator is delivered separately from the valve, it is necessary to check, and, if required, to adjust, the settings of the mechanical stops (Sect. 6.2).

5.3 Storage

All the actuators RTC leave the factory in perfect condition. Performances of each unit are guaranteed by individual test and data reported on a specific test certificate issued for each unit.

In order to maintain these characteristics until the RTC actuator is installed on site, proper attention must be observed for preservation during the storage period.

If the actuator needs storage, before installation follow these steps:

- Place it on a wood surface pallet or on metallic support, so that they are not in direct contact with the ground, in order not to deteriorate the area of valve coupling, later it must be packed with appropriate covering.
- Make sure that plastic plugs are present on the pneumatic and electrical connections (if present).
- Check that the limit switch box (if any) is properly closed.

If the storage is long-term or outdoor:

- Keep the actuator protected from direct weather conditions.
- Replace plastic plugs of pneumatic and electrical connections (if any) with metal plugs that guarantee perfect tightness.
- Coat with grease or protection disc, the valve coupling area.
- Coat with grease the screw of the mechanical manual override, if present.
- Periodically operate the actuator (Sect.5).


5.4 Requirements of Stability

- Conditions in which the machinery meets the requirement of stability during use, transportation, assembly, dismantling when out of service, testing or foreseeable breakdowns, are shown in Fig.2.
- The actuator must be put, with extreme caution, in a right position on a plane surface and with adapted capacity to the load to support.
- Do not use actuator eye bolts lifting of valve-actuator package.
- Concerning the requirement of stability during installation and disassembling it's possible to refer to the next chapters 5.6 and 5.7.

5.5 Interface document and dimensional drawing

- Pneumatic diagrams, wiring diagrams and dimensional drawing are furnished with document accompanying the actuator.

5.6 Installation

	<p>Warning: Before proceeding with any Installation the following instructions must be respected:</p> <ul style="list-style-type: none"> - Always wear protective clothing, gloves, and eyewear to prevent personal injury. - Use the lifting point foreseen on the actuator to move the actuator: if different instructions are not well specified the lifting points foreseen on the actuator must be used only to move the actuator. - Check with your process or safety engineer for any additional measures that must be taken to protect against process media.
---	---

5.6.1 Checks to be performed before installation

If the RTC actuator is purchased separately, proceed as follows before assembling it onto the valve:

- 1) Check that the coupling dimensions of the actuator/coupling block flange and stem meet the specified coupling dimensions.
- 2) Prepare the necessary tools for the assembly and setting of the unit.
- 3) Check that the outer surface of the actuator is free from dust and dirt.
- 4) Clean the actuator flange and remove anything that might prevent a perfect adherence to the actuator/coupling block flange and joint especially all traces of grease.

5.6.2 Assembling of the actuator on the valve

The actuator can be assembled on top of the valve flange either by using the actuator-housing flange with threaded holes, or by the interposition of a proper mounting hardware.

The actuator drive sleeve is generally connected to the valve stem by an insert bush or a stem extension. The assembly position of the actuator, with reference to the valve, must comply with the plant requirements (cylinder axis parallel or perpendicular to the pipeline axis).

To assemble the actuator onto the valve proceeds as follows:

- Move the valve and the actuator to their fails position
- If an insert bush or stem extension for the connection to the valve is supplied separately, assemble it onto the valve stem and fasten it by tightening the proper stop dowels.
- Connect a sling to the support points of the actuator and lift it: make sure the sling is suitable for the actuator weight
- Lower the actuator onto the valve in such a way that the insert bush, assembled on the valve stem, enters the actuator drive sleeve. This coupling must take place without forcing and only with the weight of the actuator.
- When the insert bush has entered the actuator drive sleeve, check the holes / pin of the valve flange meet the actuator holes and pin, otherwise rotate the mounting bracket to obtain a right assembling.

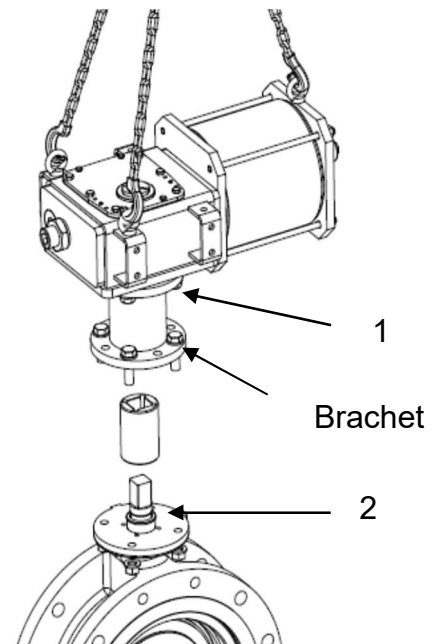


Fig. 3 – Assembling of the actuator on the valve


Important 	<p>To guarantee the correct transmission of torque from the actuator to valve stem without phenomena of slip it is important to:</p> <ul style="list-style-type: none"> - remove any trace of oil and/or grease from the mating surfaces of actuator and bracket (or flange) [1] and from bracket (or flange) and valve flange [2]. - tighten the bolts fixing the bracket (or flange) to the bottom flange of the actuator with the torque specified into the following Table 1. <p>tighten the bolts fixing the bracket (or flange) to the bottom flange of the actuator with the torque specified into the following Table 2, provided that the valve maker verifies and guarantees the correct transmission of required valve torque.</p>
---	---

Table 1


Actuator	ISO 5211 flange	Bolts	Tightening torque (Nm) ⁽¹⁾
RTC/S-01	F12	4 x M12	70
RTC/S-02	F14	4 x M16	180
RTC/S-03	F16	4 x M20	340

Table 2

Bolts	Tightening torque (Nm) ⁽¹⁾	Bolts	Tightening torque (Nm) ⁽¹⁾
M10	40	M36	1.800
M12	70	M42	3.000
M16	180		
M20	340		
M24	550		

(1) The torque values in Tables 1 and 2 have been calculated considering the standard bolting made in Carbon Steel according to ASTM A320 grade L7/ASTM A193 grade B7 for bolts/screws and ASTM A194 grade 4 for the nuts. Alternative bolting in Stainless Steel are permitted i.e. ASTM A193 B8M (Class 2 or 2C) for bolts/screws and ASTM A194 grade 8M for the nuts, provided that yield strength of bolts/screws is not less than 450 MPa.

5.6.3 Pneumatic Connections

	<p>Warning: Check that the values of pneumatic supply available are compatible with those reported on the identification plate of the actuator.</p> <p>Warning: Use pipes and connections appropriate as for type, material and dimensions.</p> <p>Warning: The connection should be made by qualified staff.</p>
---	--

- Properly deburr the ends of rigid pipes.
- Properly clean the interior of pipes sending through them plenty of the supply fluid used in the system.
- Mould and fasten the connection pipes so that no irregular strains at entries or loosening of threaded connections occur.
- Make the connections according to the operating diagram.
- Check the absence of leakages from pneumatic connections. If necessary, tighten the nuts of the pipe-fittings.

5.6.4 Electrical Connections (If any)



Warning: Use components appropriate as for type, material and dimensions.

Warning: The connections should be made by qualified staff. Before carrying out any operation, cut line power off.

- Introduce connection cables.
- Make the connections in compliance with applicable wiring diagrams on the documentation supplied.
- Screw the cable gland.
- Replace the plastic plugs of unused entries with metal plugs.

5.6.5 Heating connection

If the heating connection is not guaranteed through mechanical parts where actuator is mounted, it is necessary ensure a directly heating connection on provided point of actuator.

5.7 Disassembling



Warning: Before removing the screws between actuator and valve or adaptor flange or mounting bracket, the actuator should be connected with appropriate lifting means. Lift the actuator as shown in Fig.3. The fastening points are appropriate for the lifting of the actuator alone and not for the valve + actuator assembly.

During the disassembling take care that mounting coupling block is fix on the valve stem to avoid any dangerous situation.



Warning: If not already removed disconnect all operating pressure from actuator power cylinders.

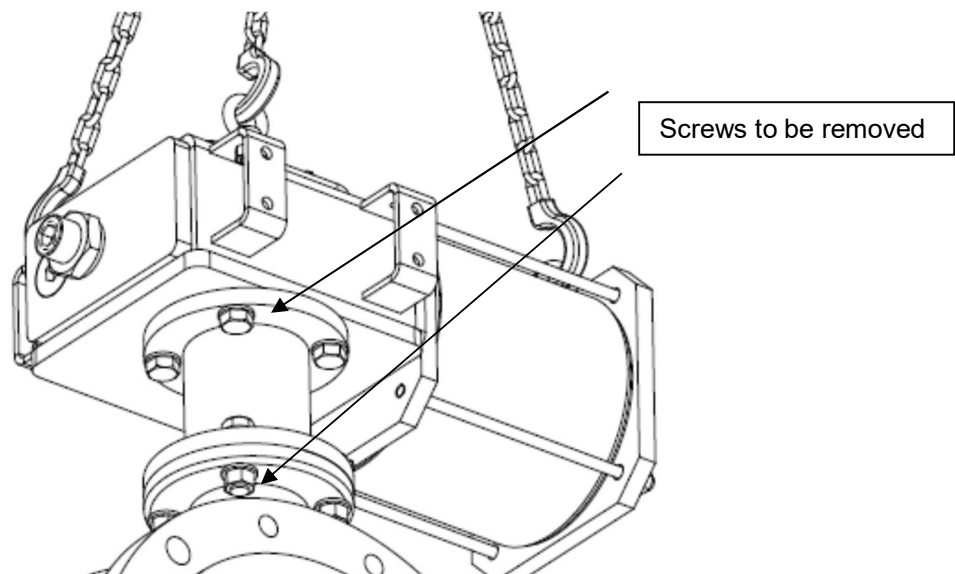


Fig. 4 – Disassembling of the actuator

6 OPERATION AND USE

6.1 Operation description

The RTC series is pneumatic actuator designed for on-off and control service and is applicable over a wide range of pressure, temperatures and environments.

The scotch yoke mechanism converts the linear motion of pneumatic piston into valve rotation by the actuator shaft. The symmetric scotch yoke mechanism generates high torque at start (0° degree) and the end (90° degree) of the valve stroke, typically valve torque figure of ball valve. The canted scotch yoke mechanism generates very high torque when valve is closed, typically valve torque figure of butterfly valve. For Single acting actuator the spring is located inside the pneumatic cylinder on the piston rod side. The spring provides the required safety function, the valve either opens or closes if the pneumatic supply is interrupted

6.2 Intended use

The machinery covered in this Instruction Manual are single and double acting pneumatic low pressure RTC actuator series designed to operate a quarter turn industrial valve (ball valves, butterfly valves, plug valves, dampers...) for ON-OFF or modulating heavy duty service.

This RTC actuator Series is produced by **STI S.r.l.** [Manufacturer] and identified by a label with a product designation code. **STI S.r.l.** will not be liable for any possible damage or physical injury resulting from use in other than the designated applications or by lack of care during installation, operation, adjustment and maintenance of the machine. Such risks lie entirely with the user. Depending on the specific working conditions, additional precautions may be requested. Considering that **STI S.r.l.** has no direct control over particular applications, operation or maintenance conditions, it is the operator's responsibility to comply with all applicable safety rules. Please inform **STI S.r.l.** urgently if you face unsafe situations not described in this Instruction Manual. It is the sole responsibility of the operator to ensure that the local health and safety regulations are adhered to.

RTC actuator Series is designed in accordance with the applicable International Rules and Specifications, but the following Regulations must be observed in any case:

- the general and safety regulations
- the plant specific regulations and requirements
- the proper use of personal and protective devices (glasses, clothing, gloves, etc)
- the proper use of tools, lifting and transport equipment.

Warning



It is severely forbidden to use the RTC actuators Series for purpose or application other than those for which it was designed and here above specified.


6.3 Reasonably foreseeable misuse

A short list of reasonably foreseeable misuse:


- Installation in ambient with not planned conditions: i.e. climatic conditions different from the specified conditions;
- Insert incorrect fluid into the system;
- Supply pressure out of required range;
- Lifting of the actuator with valve through eye bolts.

6.4 Operating limits

Operating conditions are described in paragraph 3, the nameplate fastened on the actuator contains the main actuator operating condition for the specified application.

<p>Warning</p> 	<p>It is severely forbidden to use the actuator under conditions other than those provided on the nameplate.</p>
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6.5 Residual Risks

<p>Warning</p> 	<p>The actuator has parts under pressure. Use the due caution. Use individual protections provided for by the laws and provisions in force.</p>
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- Risk due to movements of loads during load displacements, assemblage and maintenance servicing.
- Electrical risk due to an incorrect application of the instruction.
- Crushing during assemblage and maintenance servicing.
- Extreme metal temperature at high (over than 80°C) or very low values as consequence of ambient temperature as to be considered as a risk of person injury in case of contact.
- Emissions of hazardous substances where natural gas is used as motive energy.

7 Instructions for the operator

7.1 Start Up

During the start-up of the actuator, proceed as follows:

- Check that the pressure and quality of the air supply (filtering degree, dehydration) are as prescribed.
- Check that the feed voltage values of the electric components (solenoid valve coils, micro-switches, pressure switches, etc.) are as prescribed.
- Check that the actuator controls work properly (remote control, local control, emergency controls, etc.)
- Check that the required remote signals (valve position, air pressure, etc.) are correct.
- Check that the setting of the components of the actuator control unit (pressure regulator, pressure switches, flow control valves, etc.) meet the plant requirements.
- Check that there are not leak in the pneumatic connections. If necessary tighten the nuts of the pipe fittings.
- Remove all rust and, in accordance with the applicable painting specifications, repair paint-coat that has been damaged during transport, storage or assembly.

7.2 Stroke adjustment

Important



It is assumed that the following instructions are executed in the workshop using air as the power fluid. Instructions are applicable when the actuator is already installed on the valve.

It is important that the mechanical stops of the actuator (and not those of the valve) stop the rotary stroke at both extreme valve positions (fully open and fully closed), except when different configuration is required by the type of the valve (i.e.; eccentric butterfly valves,...).

The setting of the open/closed valve position is performed by adjusting the setting screws foreseen into the end flange of the cylinder and on the side wall of the scotch yoke mechanism (see Fig. 5 and Fig. 6) following the instructions listed here below.

For the adjustment of the travel stop screw in the end flange of the pneumatic cylinder proceed as follows (Fig.5):

- Loosen the plug (3.4) from the travel stop protection (3.3) keeping the latter locked with a proper wrench key.
- Adjust the valve stroke screw/unscrew the travel stop screw (3.1)
- After detected the right position, tight the travel stop protection (3.3) against the cylinder end flange keeping the stopper screw (3.1) locked Screw the plug (3.4) into the travel stop protection (3.3).

For the open position adjustment on the travel stop located into the actuator centerbody side-wall proceed as follows (Fig.6):

- Loosen the nut (4.1) from the travel stop screw (4.2) keeping the latter locked with a proper wrench key.
- Adjust the valve stroke screw/unscrew the travel stop screw (4.2)
- After detected the right position, tight the nut (4.1) keeping the travel stop screw (4.2) locked.

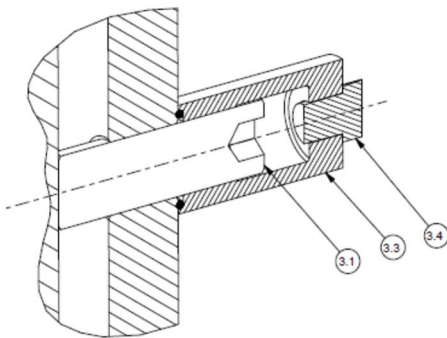


Fig. 5 – Stroke adjustment

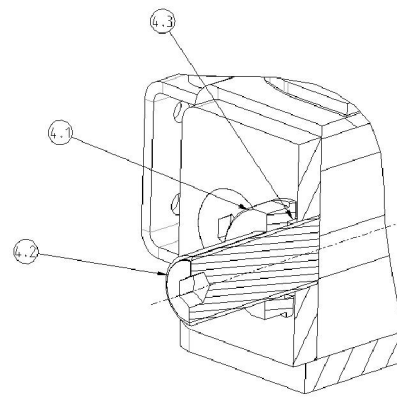


Fig. 6 – Stroke adjustment

Important



Operate the actuator with pneumatic supply to check that the actuator moves properly and that there are no leakages.

7.3 Mechanical manual override (If any)

The mechanical manual override is used for the manual operation to open/close the valve, in lack of supply pressure.

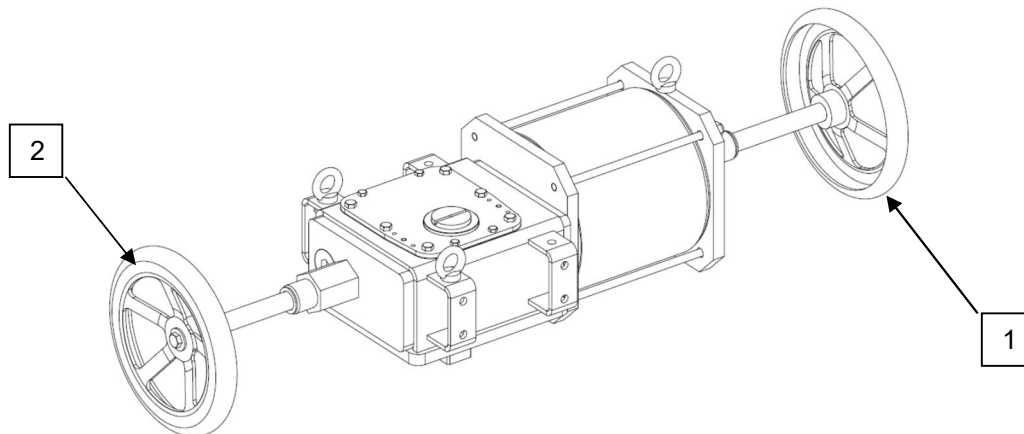


Fig. 7 – Mechanical manual override for double acting version

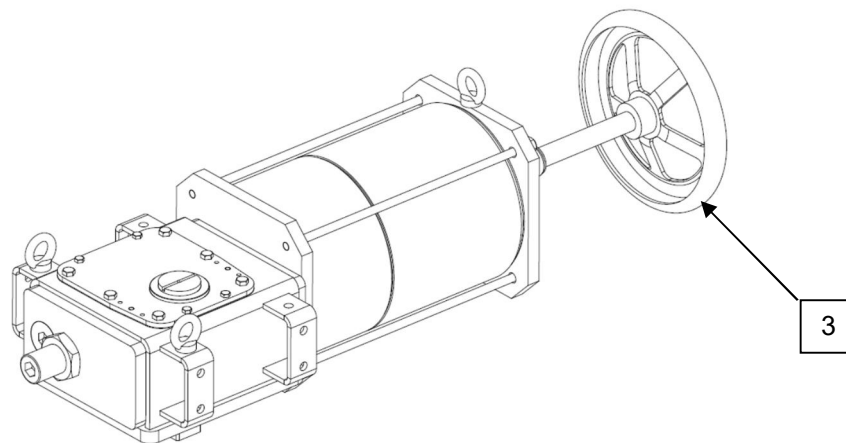


Fig. 8 – Mechanical manual override for single acting version

Prior to engage mechanical override, pneumatic cylinder shall be depressurized.

- Double acting:

Turn counter-clockwise the hand-wheel (1) in the end flange to open main valve taking care the handwheel (2) on the centerbody is not engaged and turn clockwise the hand-wheel (2) in the centerbody flange to close main valve taking care the hand-wheel in the end flanges not engaged.


To restore remote/normal condition turn hand-wheel (1) clockwise against travel stop and turn hand-wheel (2) counter-clockwise against travel stop.


- Single acting to close:

Turn counter-clockwise the hand-wheel (3) in the end flange to open main valve. To restore the normal/remote condition turn hand-wheel clockwise against travel stop.

- Single acting to open:

Turn clockwise the hand-wheel (3) in the end flange to close main valve. To restore the normal/remote condition turn hand-wheel counter-clockwise against travel stop.

Important 	DO NOT APPLY additional force, once against travel stop. Operate the actuator with pneumatic supply to check that the actuator moves freely.
---	--

Important 	After every manual override operation, restore the grease on the mechanical manual override screw. See chapter 8.5 for grease specifications.
---	--

7.4 Declutchable mechanical manual override (If any)

For manual operation, push down the handle (Fig. 9) and turn the handwheel, following the instruction described in paragraph 7.3.

Once the operation is done, pull up the handle as before to start.

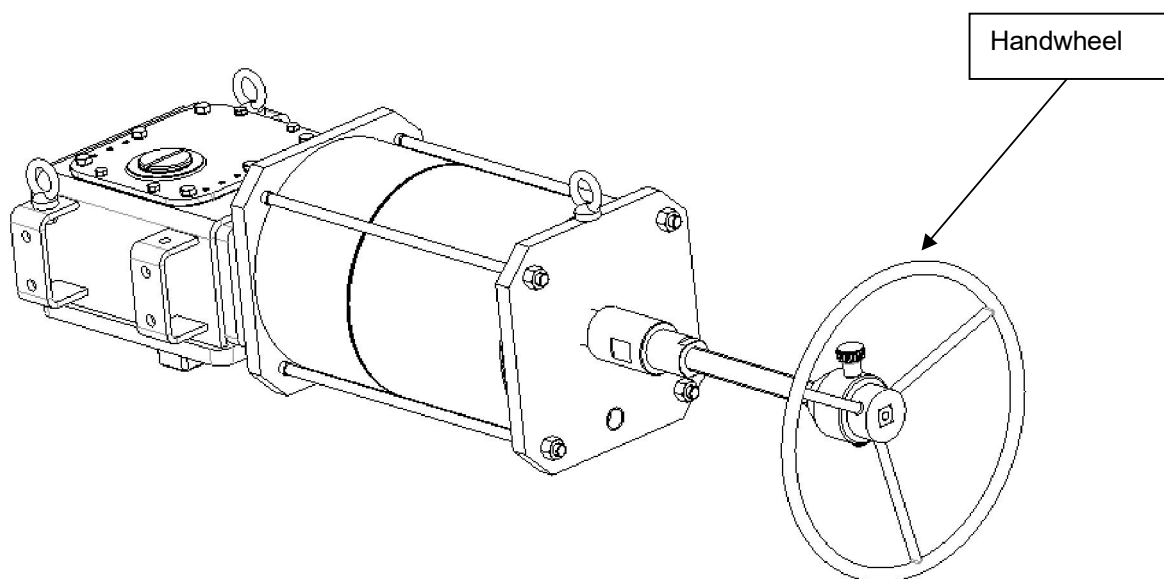

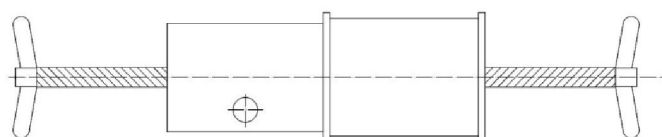


Fig. 9 – Mechanical manual override for single acting cylinder

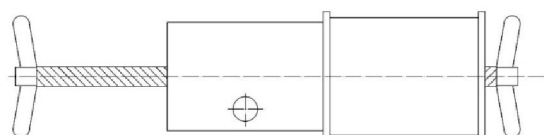
7.5 Position of Mechanical manual override

Important 	Position of the valve in relation to the position of mechanical manual override MUST be always known. The following sketches in paragraphs 7.5.1, 7.5.2, 7.5.3, display this information. Note: the information on the sketches are valid for the valves that CLOSE CLOCKWISE.
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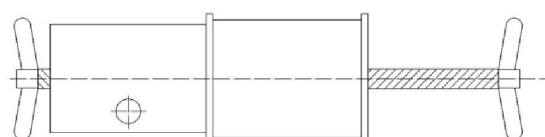
7.5.1 Double acting version (RTC)



MANUAL OVERRIDE DISENGAGED

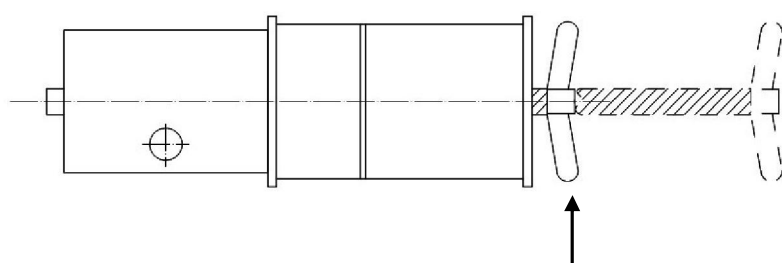


VALVE BLOCKED in OPEN POSITION



VALVE BLOCKED in CLOSED POSITION

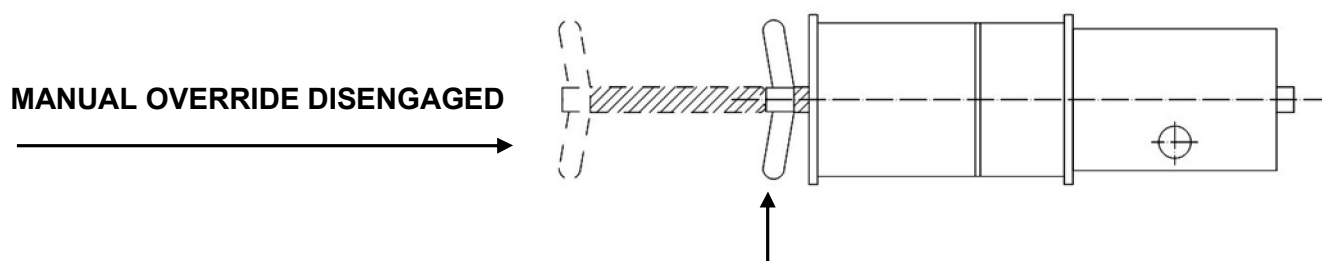
7.5.2 Single acting version spring to close (RTCS_CL)



**VALVE BLOCKED
IN OPEN POSITION**

MANUAL OVERRIDE DISENGAGED

7.5.3 Single acting version spring to open (RTCS_OP)




**VALVE BLOCKED IN
CLOSED POSITION**

8 MAINTENANCE

8.1 Service limit


Design life prior to actuator replacement is **30 years**; the validity of this life is subject to periodic inspection as per next paragraph 8.2 and special maintenance as per next paragraph 8.3, if necessary.


Important 	<p>At the end of design life the actuator can be scraped or can be totally refurbished: this decision must be taken by Plant Responsible considering the general condition of the actuator.</p> <p>In case of refurbishment all the seals and other components made in soft materials, grease and all other parts subject to wear like bushes and sliding blocks must be changed. All other parts, with special attention to the spring cartridge, that shows significant signs of corrosion must be replaced.</p> <p>At the end of this activity the actuator must be completely repainted.</p>
---	---

8.2 Periodic Inspections

Inspect the general conditions at regular intervals: recommended frequency of inspection is one time every two years but this frequency could be changed depending on the installation and working conditions.

- Check that the actuator operates the valve correctly and with the required operating times. If the actuator operation is very infrequent, carry out a few opening and closing operations with all the existing controls (remote control, local control, emergency controls, etc.), if this is allowed by the conditions of the plant.
- Check that the signals to the remote control desk are correct.
- Check that the pneumatic supply pressure value is within the required range.
- If there is an air filter on the actuator, bleed the condense water accumulated in the cup by opening the drain cock. Disassemble the cup periodically and wash it with soap and water; disassemble the filter: if this is made up of a sintered cartridge, wash it with nitrate solvent and blow through with air. If the filter is made of cellulose, it must be replaced when clogged.
- Check that the external components of the actuator are in good conditions.
- Check all the paint-coat of the actuator. If some areas are damaged, repair the paint-coat according to the applicable specification.
- Check that there is no leak in the pneumatic connections. If necessary tighten the nuts of the pipe-fittings.


Warning 	<p>Take care that a build-up of dust or dirt on the actuator can inhibit cooling and contribute to increase surface temperature. The user should plan and provide for a periodic cleaning/maintenance program that will maintain the external surface of the actuator free from excessive layer of dust.</p>
---	---


Important 	<p>Use only STI :original spare parts. STI cannot accept responsibility for any damages that occur from using spare parts or fastening materials from other manufacturers.</p> <p>If STI products (i.e. gasket, o-ring etc) have been on store for longer periods check these for corrosion or deterioration before using these products.</p>
---	---


8.3 Special maintenance

Under normal condition the actuator don't need special maintenance. If there are leaks in the pneumatic cylinder or a malfunction in the mechanical components, or in case of scheduled preventive maintenance, the actuator must be disassembled (sec. 5.4) and seals must be replaced with reference to the attached sectional drawing and adopting the following procedures (Sec. 7.3).

8.3.1 Seals replacement

	<p>Warning: Before proceeding with any maintenance operation the following instructions must be respected:</p> <ul style="list-style-type: none"> - Disconnect any operating lines providing air pressure, electric power, or a control signal to the actuator. Be sure the actuator cannot suddenly open or close the valve - Close the pneumatic feed line and exhaust the pressure from the actuator cylinder and from the control unit, to ensure safety of maintenance staff.
---	---

<p>Important</p> 	<p>Before performing any maintenance operations:</p> <ul style="list-style-type: none"> - Use always wear protective gloves, clothing, and eyewear when performing any maintenance operations.
---	--

	<p>CAUTION!</p> <p>Warning: <i>To release spring tension, the stop screw at the end of cylinder must be remove before the cylinder tie rods are opened.</i></p> <p>Warning: <i>Don't dismantle the spring package. The piston, spring, piston rod and head flange are a pre-assembled package</i></p>
---	--

If the actuator needs to be disassembled from the valve on site, remove the screws fixing between the actuator and the main valve or adaptor flange or mounting bracket (see Section 5.4 of this Manual).

8.3.1.1 Scotch yoke Mechanism seals replacement

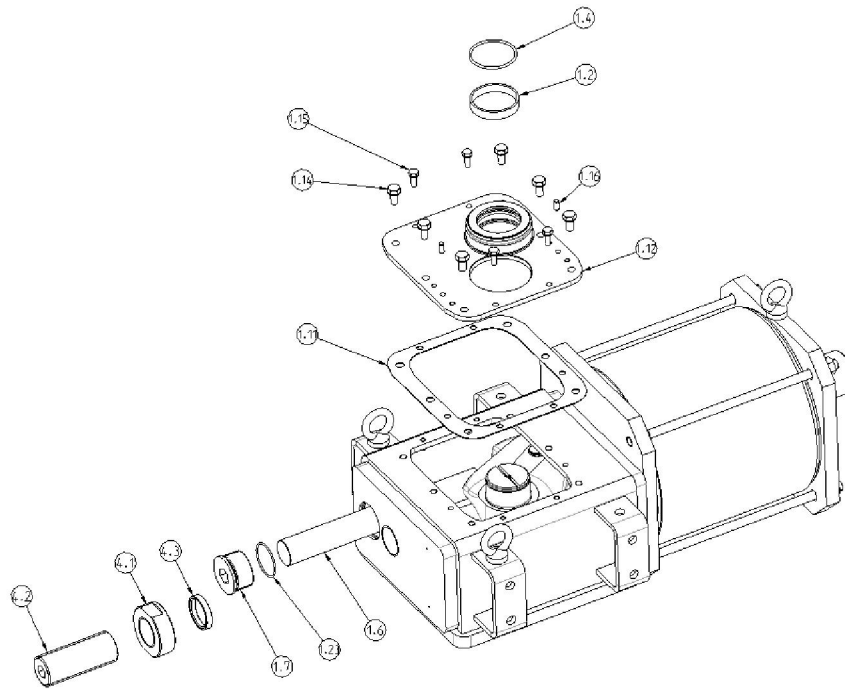


Fig. 10 –Scotch yoke mechanism seals replacement

To change the Seals of stopper on the housing is necessary to remove the nut (4.1), unscrew totally the stop screw (4.2) and replace the gasket (4.3).

Once perform these actions disassemble the plug (1.7) so that replace the o-ring (1.23).

To replace the cover gasket (1.11) under the cover (1.12), you should remove it by removing all the screws and dowel pins (1.14, 1.15 and 1.16), before replace cover gasket clean the housing and cover.

After removing the cover you may replace the o-ring (1.4).

Clean the seal groove carefully and lubricate it with protective oil or grease film.

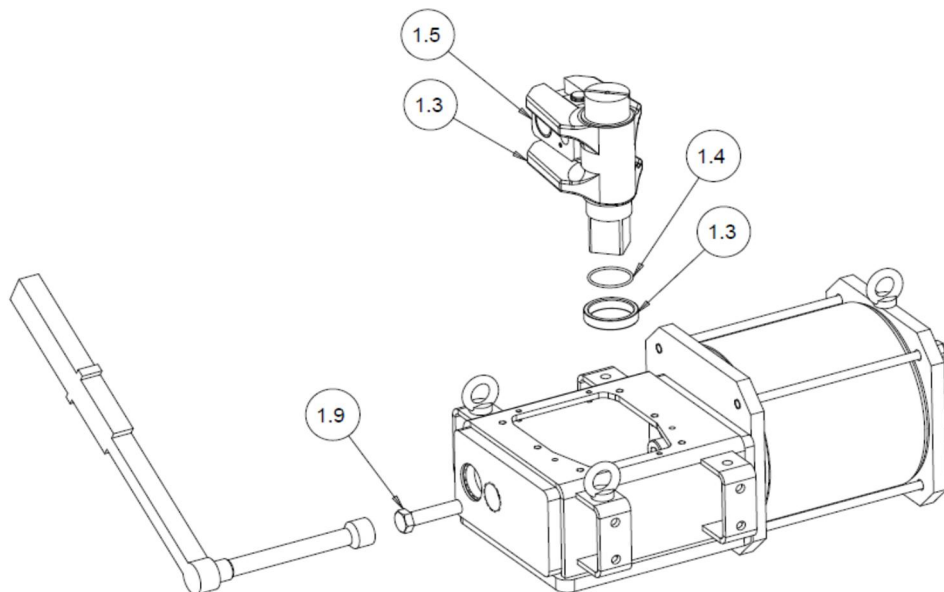


Fig. 11 – Scotch yoke mechanism seals replacement.

In the case of single-acting actuator, make sure the piston is against the stopper. Remove the fixing screw (1.9) of the guide block (1.5) on the piston rod using a wrench with an extension.

Rotated scotch yoke and guide block in order to be able to extract from the opening. At this point you can remove the bushing (1.3) and the O-ring (1.4)

Clean the seal groove carefully and lubricate it with protective oil or grease film.

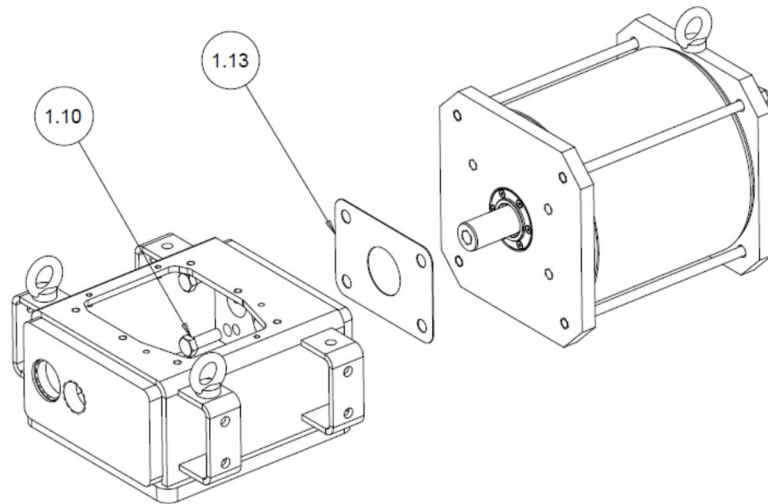


Fig. 12 – Scotch yoke mechanism seals replacement

To replace the gasket (1.13) between cylinder and actuator is necessary to remove the screws (1.10) and disassemble the pneumatic cylinder.

8.3.1.2 *Pneumatic cylinder seals replacement of single acting actuator.*



Warning: To release spring tension, the stop screw at the end of cylinder must be remove before the cylinder tie rods are opened.

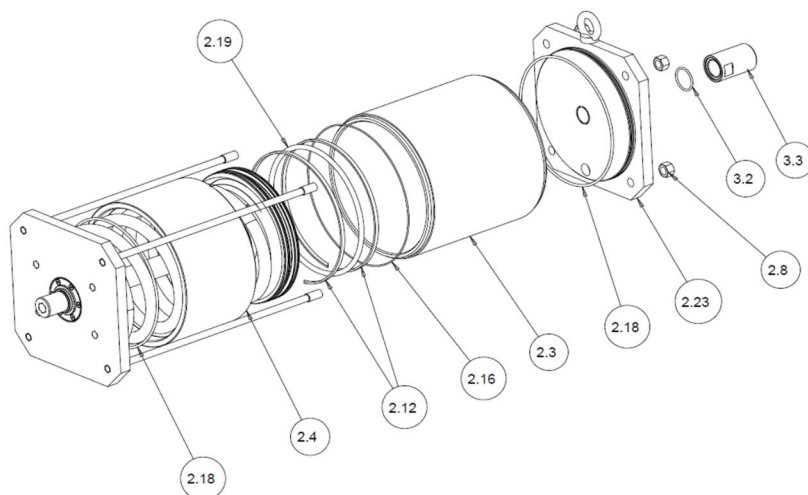


Fig. 13 – Pneumatic cylinder seals replacement of single acting actuator

Remove travel stop protection (3.3) if necessary replace o-ring (3.2). Unscrew fully the travel stop screw (3.1) to avoid any spring tension.

Important: Ensure that the spring is totally released and therefore the piston rod is totally retracted taking care the 2 off half rings (2.20 fig.14) are fully hold/engaged into the flange (2.7 fig. 14).

Remove the nuts (2.8) from tie rods, remove the end flange (2.23) after that replace the o-ring (2.18) from the seal groove.

Remove the cylinder tube (2.3) to replace the sliding guide (2.12) and o-ring (2.19) from the seal groove, remove the spacer tube (2.4) to replace the o-ring between the cylinder tube and spacer tube and the o-ring (2.18) on the head flange.

Before re-assemble clean all seal grooves carefully and lubricate them with protective oil or grease film.

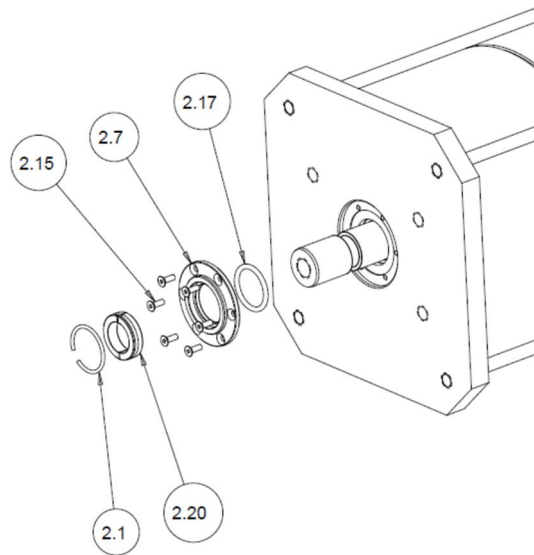


Fig. 14 – Pneumatic cylinder seals replacement of single acting actuator

Check that the pneumatic cylinder is proper assembled before carry out any other maintenance operation.

To replace o-ring (2.17) , screw the travel stop screw to disengage the 2 off half rings (2.20) from flange (2.7), after that disassemble the elastic ring (2.1) remove the 2 off half rings (2.20) disassemble the flange (2.7) unscrew the screw (2.15) replace the o-ring. Clean the seal groove e re-assemble the o-ring, the flange, the half rings and elastic rings. Unscrew the travel stop screw to verify that the half rings with the spring fully released are engaged into the flange (2.7)

8.3.1.3 Pneumatic cylinder seals replacement of double acting actuator.

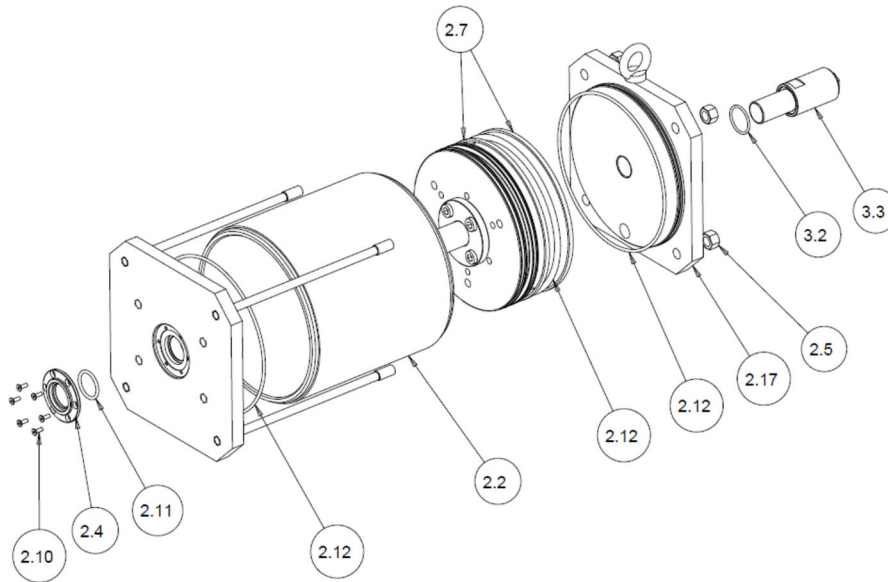


Fig. 15 – Pneumatic cylinder seals replacement of double acting actuator

Remove the nuts (2.8) from tie rods, remove the end flange (2.17) after that replace the o-ring (2.12) from the seal groove.

Remove the cylinder tube (2.2) to replace the sliding guide (2.12) and o-ring from the seal groove, and the o-ring from head flange (2.12).

8.4 Repairs

When needed, repair must only be carried out with Manufacturer's original spare parts.

Original spare parts must be required to the Manufacturer with reference to the item numbers shown in the next Section 7.

To ensure that right spare is provided, **serial number** printed on the RTC series label must be specified when spares are ordered.

8.5 Reassembling

8.5.1 Pneumatic cylinder re-assembling.

Carefully clean the inside of the tube and check that the entire surface, particularly that of the bevels, is not damaged. Lubricate with a protective oil or grease film the tube internal surface and the bevels at the ends. Lubricate every seal grooves taking care there are not damages on seal surfaces.

Slide the spacer/cylinder tube onto the piston taking care not to damage the o-ring: the tube bevel has to smoothly compress the piston seal ring; take care also not to damage the head flange O-ring.


Assemble the end flange by centering it on the inside diameter of the tube, taking care not to damage the O-ring.

Assemble the nuts (please refer to cylinder sectional dwg.) onto the tie rods. Tighten the nuts to the recommended torque (sec. 5.4.2), alternating between opposite corners.

8.5.2 Actuator re-assembling

Assemble the pneumatic cylinder to the housing tightening, with recommended torque table, the screw between cylinder and housing. Replace o-ring at the bottom of the housing making attention there are not dirty or damage on the seal surface, put the bushing on its seat. Re-assemble scotch yoke and guiding block, make a generous coating of grease on the contact surfaces of yoke and the bushings, assemble the guide bar and close the assemble the plug to close the guide bar. Tighten the screw between cylinder piston rod and guiding block, with recommended torque, using a wrench.. Assemble the o-ring, the cover gasket and the cover with all screw.

Recommended tighten torque Table in Section 5.6.2.

Important 	After maintenance operations carry out a few actuator operations to check that its STROKING is regular and that there is no leak through the seals and fittings.
---	---

8.6 Mechanism Lubrification

RTC/RTCS actuators do not need lubrication during their life.


However, if during special maintenance operations it is necessary to replace the grease, the following products are recommended.

8.6.1 Scotch yoke mechanism (see Paragraph 8.4.2)

Molykote G-4700 grease produced by Dow Corning

8.6.2 Pneumatic cylinder (see Paragraph 8.4.1)

Rheosil 500 F oil produced by Nye Lubricant, Inc.

Important 	The above products cover the full range of temperatures from -60°C up to +100°C. Equivalent products can be used provided that they have the same characteristics and the same range of compatibility with elastomeric and plastic components.
---	---

9 TROUBLESHOOTING

Event	Possible cause	Remedy
Actuator doesn't work properly	Lack of pneumatic supply	Check supply line
	Defective main valve	Consult valve manufacturer documentation
	Failure of the control group	Call STI s.r.l. - Customer Care Dept.
Actuator too slow	Low supply pressure	Adjust supply pressure
	Incorrect speed control settings	Adjust speed controls to increase flow
	Exhaust port blocked	Remove and clean the exhaust port silencers and replace
	Wear of the main valve	Consult valve manufacturer documentation
Actuator too fast	High supply pressure	Reset
	Incorrect speed control settings	Adjust speed controls to decrease flow
Leakages on pneumatic circuits	Deterioration and/or damage to gaskets and or loosed fittings	Tighten loosed fittings Call STI s.r.l. - Customer Care Dept..
	Damage to fittings	Call STI s.r.l. - Customer Care Dept.
Leakages on pneumatic cylinder	Damage to seals	Replace cylinder seals
Incorrect position of the valve	Wrong adjustment of mechanical stops	Re-adjust setting
	Wrong electric limit switches indication.	Re-adjust setting

10 PARTS LIST GENERAL ASSEMBLY

This section includes the drawings and parts lists of each component and subassembly of RTC series.



Important: When ordering spare parts, please indicate the serial number embossed on the actuator nameplate.

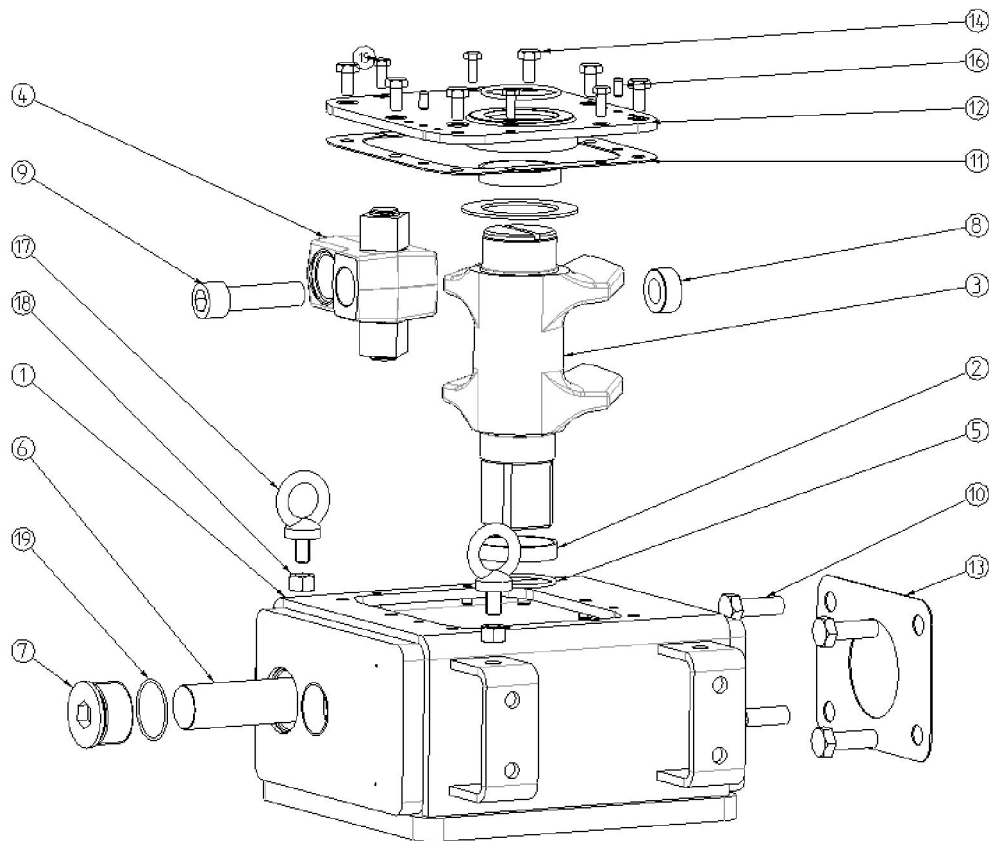


Important: When ordering spare parts, please refer to the spare part kit on the attached drawings.



Important: When ordering spare parts, use ONLY original STI spare parts.

Scotch yoke mechanism

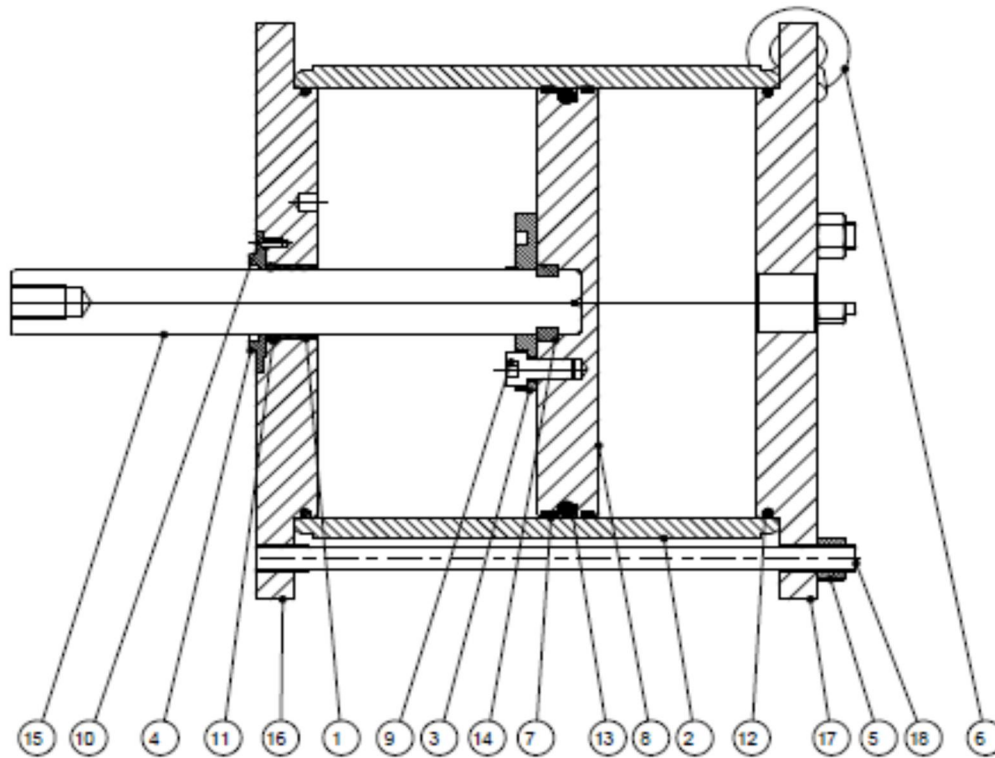


Scotch yoke mechanism part list

Item	Description	Qty	Material	Spare Parts
1	Scotch yoke housing	1	Carbon steel	
2	Bushing	2	Steel/Bronze/PTFE	
3	Scotch yoke	1	Alloy steel	
4	Guide block assembly	1	Carbon steel + Bronze	
5	O-ring	2	NBR (*)	#
6	Guide bar	1	Alloy steel	
7	Plug	1	Carbon steel	
8	Spacer	1	Carbon steel	
9	Screw	1	Carbon steel	
10	Screw	4	Carbon steel	
11	Cover gasket	1	Fiber	#
12	Cover	1	Carbon steel	
13	Gasket	1	Fiber	#
14	Screw	6	Carbon steel	
15	Screw	4	Carbon steel	
16	Cylindrical pin	2	Carbon steel	
17	Lifting eyelet	2	Carbon steel	
18	Nut	2	Carbon steel	
19	O-ring	1	NBR (*)	#

(*) NBR standard material for temperature range from -30°C up to +100°C.

Double acting pneumatic cylinder

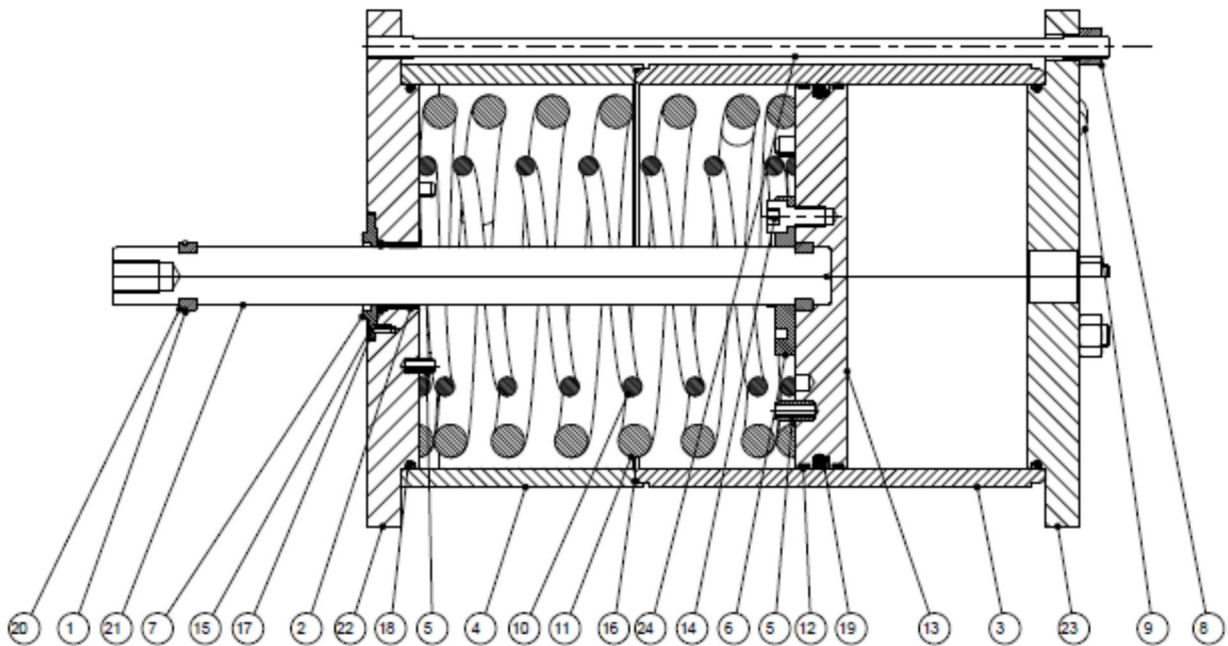


Double acting pneumatic cylinder part list

Item	Description	Qty	Material	Spare Parts
1	Bushing	1	Steel/Bronze/PTFE	
2	Cylinder tube	1	Carbon steel	
3	Flange	1	Carbon steel	
4	Flange	1	Carbon steel	
5	Nut	4	Carbon steel	
6	Lifting eyelet	1	Carbon steel	
7	Sliding guide	2	PTFE	#
8	Piston	1	Carbon steel	
9	Screw	4	Carbon steel	
10	Screw	4	Carbon steel	
11	O-ring	1	NBR (*)	#
12	O-ring	2	NBR (*)	#
13	O-ring	1	NBR (*)	#
14	Half ring	2	Carbon steel	
15	Stem	1	Alloy steel	
16	Head flange	1	Carbon steel	
17	End Flange	1	Carbon steel	
18	Tie rods	4	Carbon steel	

(*) NBR standard material for temperature range from -30°C up to +100°C.

Single acting pneumatic cylinder

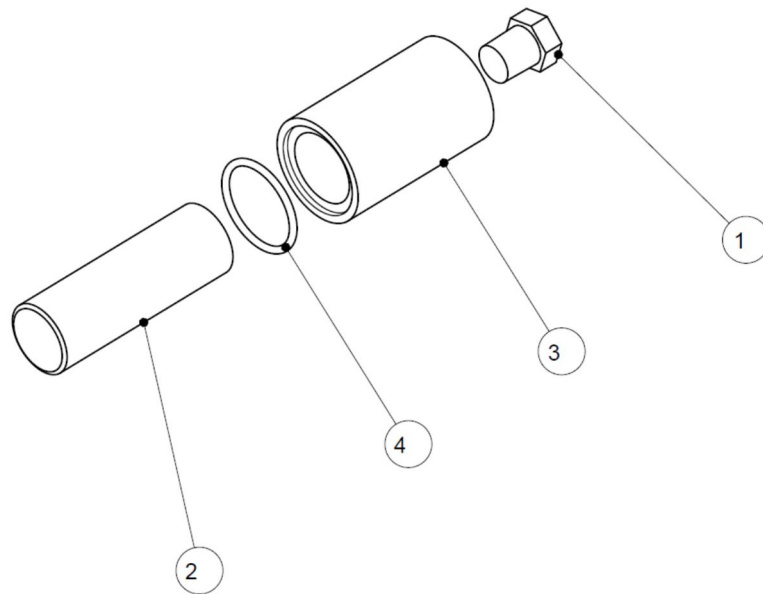


Single acting pneumatic cylinder part list

Item	Description	Qty	Material	Spare Parts
1	Elastic ring	1	Carbon steel	
2	Bushing	1	Steel/Bronze/PTFE	
3	Cylinder tube	1	Carbon steel	
4	Spacer tube	1	Carbon steel	
5	Elastic pin	6	Carbon steel	
6	Flange	1	Carbon steel	
7	Flange	1	Carbon steel	
8	Nut	4	Carbon steel	
9	Lifting eyelet	1	Carbon steel	
10	Spring	1	Carbon steel	
11	Spring	1	Carbon steel	
12	Sliding guide	2	PTFE	#
13	Piston	1	Carbon steel	
14	Screw	4	Carbon steel	
15	Screw	4	Carbon steel	
16	O-ring	1	NBR (*)	#
17	O-ring	1	NBR (*)	#
18	O-ring	2	NBR (*)	#
19	O-ring	1	NBR (*)	#
20	Half ring	2	Carbon steel	
21	Stem	1	Alloy steel	
22	Head flange	1	Carbon steel	
23	End Flange	1	Carbon steel	

(*) NBR standard material for temperature range from -30°C up to +100°C.

Stop protection assembly

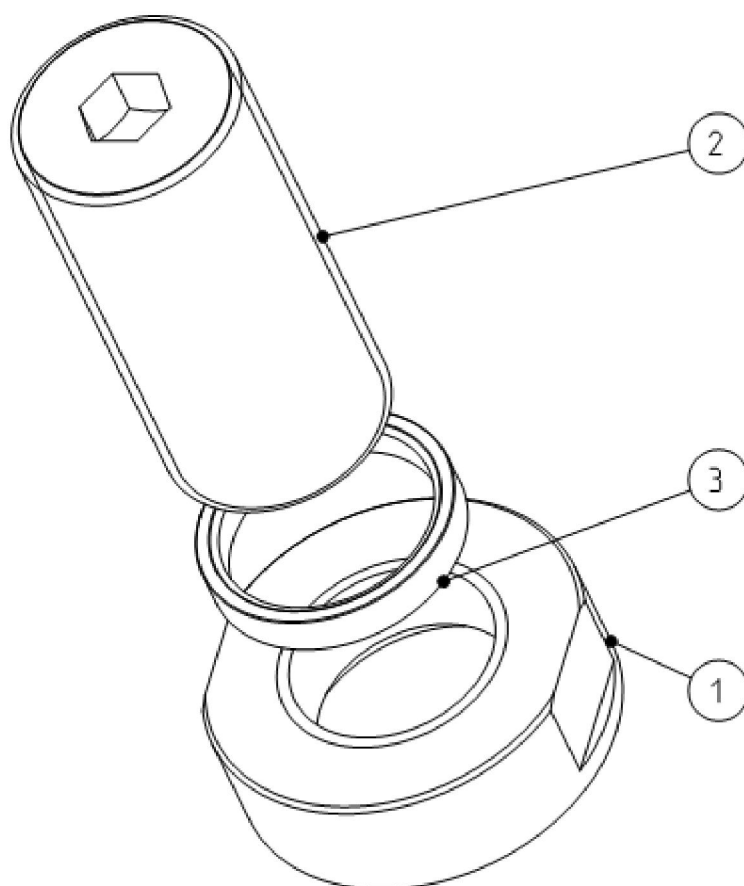


Stop protection assembly part list

Item	Description	Qty	Material	Spare Parts
1	Plug	1	Stainless steel	
2	Travel stop screw	1	Alloy steel	
3	Travel stop protection	1	Stainless steel	
4	O-ring	1	NBR (*)	#

(*) NBR standard material for temperature range from -30°C up to +100°C.

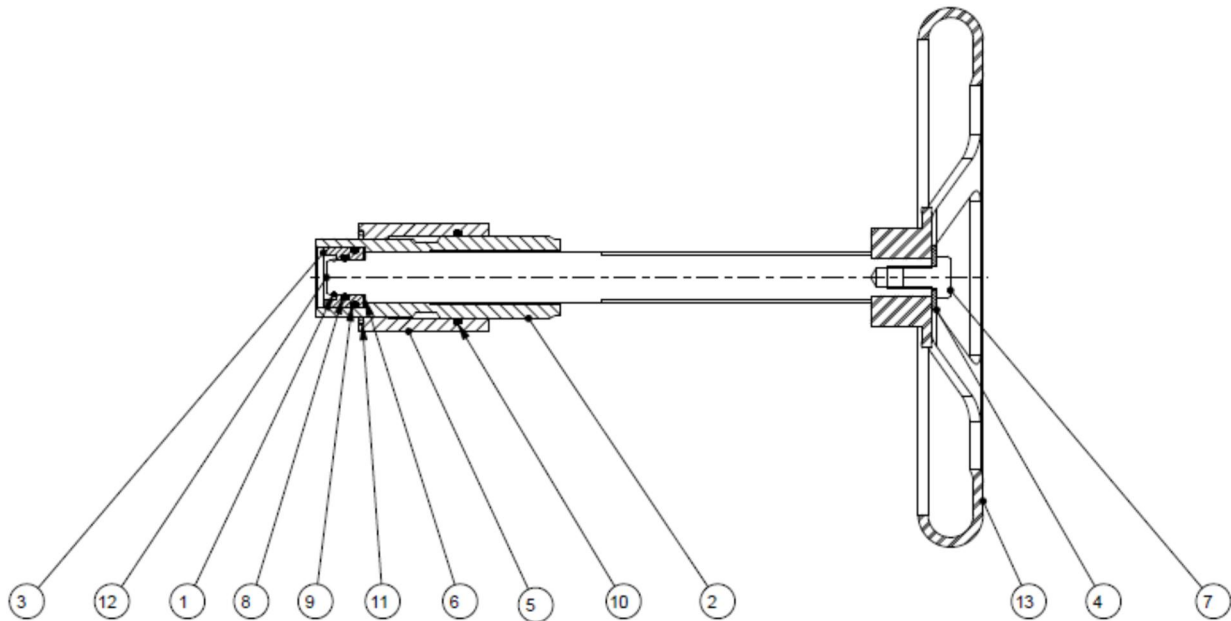
Stop setting screw kit



Stop setting screw kit part list

Item	Description	Qty	Material	Spare Parts
1	Nut	1	Stainless steel	
2	Stop screw	1	Stainless steel	
3	Seal washer	1	PTFE	#

Manual override assembly



Manual override assembly part list

Item	Description	Qty	Material	Spare Parts
1	Elastic ring	1	Carbon steel	
2	Travel stop	1	Aluminium bronze	
3	Spacer	1	Carbon steel	
4	Washer	1	Carbon steel	
5	Stopper protection	1	Stainless steel	
6	Washer	1	Carbon steel	
7	Screw	1	Carbon steel	
8	O-ring	1	NBR (*)	#
9	O-ring	1	NBR (*)	#
10	O-ring	1	NBR (*)	#
11	O-ring	1	NBR (*)	#
12	Screw	1	Carbon steel	
13	Handwheel	1	Carbon steel	

(*) NBR standard material for temperature range from -30°C up to +100°C.

11 SPARE PARTS

11.1 Spare part kit for double acting actuator RTC series

General references for the recommended spare parts are shown in the tables of Section 10.

Individual kit, including all the recommended spares, can be ordered directly to STI S.r.l. provided that serial number of the actuator or specific purchasing order for the original actuator is indicated in the request.



11.2 Spare part kit for single acting actuator RTC series

General references for the recommended spare parts are shown in the tables of Section 10.

Individual kit, including all the recommended spares, can be ordered directly to STI S.r.l. provided that serial number of the actuator or specific purchasing order for the original actuator is indicated in the request.


12 DECOMMISSIONING


Disposal and recycling

	Warning: Before disassembling actuator it is necessary to intercept the pneumatic connection to discharge pneumatic cylinder and control unit o the atmosphere. If present discharge also the pressure from back-up tank.
	Warning: Refer to section 5.1 and section 5.4 to lifting and storage procedure. Warning: If the actuator can be operated, put the actuator in fail safe position and unscrew totally the stopper screw with spring totally extended. Warning: The demolition of actuator parts should be made from specialized personnel.


Before starting a large area should be created around the actuator so to allow any kind of movement without problems of further risks created by work site.

Subject	Hazardous	Recyclable	Disposal
Metals	No	Yes	Use licensed recyclers
Plastics	No	Yes	Use specialist recyclers
Rubber (seals and o-rings)	Yes	No	May require special treatment before disposal, use specialist waste disposal companies
Oil and grease	Yes	Yes	May require special treatment before disposal, use specialist waste disposal companies
Electric and Electronic equipment	Yes	Yes	Use specialist recyclers

	Warning: Do not re-use parts or components which appear to be in good condition after they have been checked or replaced by qualified personnel and declared unsuitable for use.
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	Important: In all cases check local authority regulation before disposal.
---	--

13 DECLARATION of INCORPORATION

	DICHIARAZIONE CE di INCORPORAZIONE <small>(ai sensi dell'allegato II Sezione B della Direttiva Macchine 2006/42/CE)</small> EC DECLARATION of INCORPORATION <small>(in accordance with EC Machinery Directive 2006/42/EC Annex II Section B)</small>
---	---

La Sottoscritta **STI S.r.l.** con sede in Via Dei Caravaggi, 15 – 24040 Levate (BG) – ITALIA dichiara, in qualità di costruttore sotto la propria responsabilità, che la quasi-macchina qui identificata:

We, STI S.r.l. based in Via Dei Caravaggi, 15 – 24040 Levate (BG) – ITALY, hereby declares, as the manufacturer under its sole responsibility, that the partly completed machinery here below identified:

Denominazione Generica: Attuatori rotanti a quarto di giro serie RT
Generic Denomination: Quarter Turn Pneumatic Actuator Series RT

Tipi/Types: RTC; RTCS; RTQ; RTQS; RTM; RTMS

- rispetta i seguenti RES della Direttiva 2006/42/CE/*complies with the following EHSRs of Directive 2006/42/EC*: 1.1.1 - 1.1.2 - 1.1.3 - 1.1.5 - 1.2.1 - 1.2.2 - 1.3.1 - 1.3.2 - 1.3.4 - 1.3.7 - 1.3.8 - 1.4.1 - 1.5.1 - 1.5.2 - 1.5.3 - 1.5.4 - 1.5.5 - 1.5.6 - 1.5.7 - 1.5.13 - 1.6.1 - 1.7.1 - 1.7.2 - 1.7.3 - 1.7.4
- è destinata ad essere incorporata/assemblata in un'altra macchina, quasi-macchine o apparecchi.
is intended to be incorporated into a completed machinery or assembled with other partly completed machinery or equipment.
- non può essere messa in servizio prima che la macchina finale in cui sarà incorporata o con cui verrà assemblata sia stata dichiarata conforme alle disposizioni della direttiva 2006/42/CE.
must not be put into service until the final machinery into which it is to be incorporated has been declared in conformity with the provisions of Machinery Directive 2006/42/EC.
- è conforme alle prescrizioni della/*complies with the requirements of*:
 - Direttiva bassa tensione (DBT) 2014/35/UE, solo per il materiale conforme installato
Low Voltage Directive (LVD) 2014/35/EU, only for compliant material installed
 - Direttiva compatibilità elettromagnetica (EMC) 2014/30/UE e disposizioni nazionali di attuazione per i componenti elettrici-elettronici installati / *Electromagnetic Compatibility Directive (EMC) 2014/30/UE and National requirement of implementation for the electrical-electronic components installed*
 - Norme UNI EN ISO 12100:2010, CEI EN 60204-1:2006/AC:2010 relativamente solo ai RES applicati
Harmonised standards EN ISO 12100:2010, EN 60204-1:2006/AC:2010 only referred to EHSRs applied

La documentazione tecnica pertinente è stata compilata in conformità dell'allegato VII B:
 persona autorizzata alla costituzione: STI srl c/o STI srl Via Dei Caravaggi 15 – 24040 Levate (BG) Italia
The relevant technical documentation is compiled in accordance with the provisions of part B of Annex VII:
 person authorised to compile: STI srl at STI srl Via Dei Caravaggi 15 – 24040 Levate (BG) Italia.

Informazioni pertinenti riguardanti la quasi-macchina saranno trasmesse, in risposta ad una motivata richiesta, alle Autorità Nazionali. *The relevant information concerning the partly completed machinery will be transmitted, in response to a motivated request, to the National Authorities.*

Il modello, il numero di matricola, l'anno di costruzione, i dati del costruttore sono riportati sulla targa fissata alla quasi-macchina. *The model, serial number, year of manufacture, the manufacturer's data are shown on the nameplate attached to the partly completed machinery.*

STI s.r.l.
 via Dei Caravaggi 15
 24040 Levate (BG)
 ITALY

 Giuseppe Buscemi
 Managing Director

 January 24th 2020
 Date

IMI STI - Headquarters

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