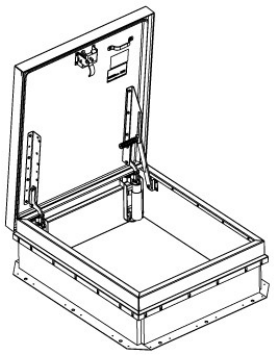
babcockdavis®

Installation, Operation + Maintenance Manual

Personnel, Security, SunLit™ or Equipment Roof Hatch

Model(s): BRHP/BRHS/BRHL/BRHE

GENERAL DESCRIPTION



Roof Hatch products provide safe and convenient access to roof areas using interior ladders, alternating tread devices and stairs. Roof hatches are designed and built for years of safe, convenient access to roof top areas on commercial buildings.

The following are general instructions for installing, operating and maintaining Personnel, Security, SunLit™ and Equipment Roof Hatches.

Introduction + Safety

Please read the complete instructions carefully before beginning any work. To ensure proper installation and performance of the roof hatch the following actions must be completed by the installing contractor. Failure to do so will affect product warranty.

GENERAL SAFETY PRECAUTIONS Improper selection, installation, or use can cause personal injury or property damage. It is solely the responsibility of the user, through its own analysis to select products suitable for their specific application requirements, ensure they are properly maintained, and limit their use to its intended purpose. Follow proper local, state and federal regulations for proper installation and operation requirements.

Transportation + Storage

- Inspect all shipments and materials for missing or damaged components and hardware.
- Material must be stored in a clean, dry location.

INSTALLATION

Roof hatches are intended for commercial building applications. Because condensation may occur as a natural result of humidity levels and temperature variations between indoor and outdoor temperatures, residential type applications are not recommended.

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Roof hatch products may be installed on a flat or sloping roof with up to a 3:12 pitch. When installed on a slope, the hinge side should run parallel with the slope.

1. Place the roof hatch over the existing opening in the roof. The roof rough opening dimensions are equal to hatch dimensions as measured from the inside curb to inside curb. For example, a 36 inch by 30-inch fixed ladder access hatch will have a rough opening of 36 inches by 30 inches.

2. The roof hatch curb flange includes 5/8-inch diameter pre-drilled mounting holes for anchoring to the curb. Mark and drill the curb as required and secure the curb flange using appropriate fasteners (provided by others) in accordance with project requirements and applicable building codes.

3. Mount cant strips, by others, surrounding the roof curb when applicable. The size is to be determined by a roofing installer, based on the roofing material to be provided.

4. Install roofing material up to and surrounding the roof curb, and under the counterflashing at the top of the curb. Use the EZ tab feature, *figure 1*, to provide additional mechanical support to hold and secure roofing membrane. Lap and seal all joints in roofing material to provide a weather-tight seal.

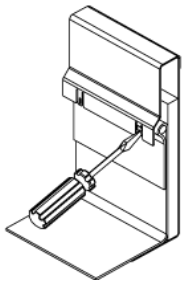

Figure 1

OPERATION

Roof hatches are designed and built for years of dependable roof access. To meet the demands of an exterior application, the doors are manufactured from steel or aluminum. The curb and cover are insulated and have a continuous extruded thermal EPDM gasket that creates a weather resistant seal. The standard curb comes with a counterflashing incorporating EZ tabs to assist with mechanically securing roofing material/membrane. The steel roof hatches come standard with a finished baked on powder coat paint that offers the best corrosion protection in the industry.

The basic components for door operation include turn handle latches incorporating padlock hasps, spring hinge assemblies and a locking hold open arm as detailed:

- **Latch:** Latch with interior rotating handle and exterior gasketed turn handle, both incorporating padlock hasps to accommodate interior and/or exterior locking options.
- **Spring/Hinge:** Concealed, tamperproof, heavy-duty zinc plated steel spring/hinge packs integrated with counterbalance compression springs to ensure ease of opening and closing during use.

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- **Hold Open Arm:** Locking hold open arm automatically engages and locks when the door fully opens. The hold open arm must be engaged in the locked position to ensure that the door does not close unintentionally. Pull the red polypropylene grip handle to unlock and safely close the door.
- **Gasket:** Weather tight, continuous adhesive backed gasket on curb.

Opening the Roof Hatch

- Rotate the latch handle clockwise to open the cover.
- Using the Grab Handle, push the cover fully open until the hold open arm locks.

Closing the Roof Hatch

- Pull the red handle to disengage the hold open arm.
- Descend the ladder. Grasp the Grab Handle and firmly pull the door shut.

Note: Larger hatches, especially over 72 inches in length, may need two people to ensure proper closure.

MAINTENANCE

- Roof hatches should be manually operated once a year to check performance.
- Lubricate moving parts such as hinges and latches with a silicone spray lube as required to maintain a smooth opening and closing of the door. Do not use regular lubricating oil as it can attract dust and grit.
- Non-moving parts can be cleaned with a mild soap or dishwashing detergent and water solution.
- Gaskets can be cleaned with a clean, damp, lint-free cloth. Do not apply mineral oils, vinyl dressings, or other lubricants to the gasket as they can cause the gasket to break down over time.

QUESTIONS?

For more information on installation, repair or replacement, please visit www.babcockdavis.com or call (888) 412-3726.

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