

Unisort® Aspire® After Care Manual



How To Maintain Your Unisort Aspire Recycling Station

With our Unisort Aspire Recycling Station installed, you have now taken the first step to engaging your staff more in recycling and increasing your business recycling rates.

This manual will guide you through all the things you need to know in order to keep your Unisort Aspire Recycling Station working and looking its best.



Health & Safety Information

Unisort Aspire Recycling Stations come with fundamental guidelines for their continued operation.

When it comes to health and safety, the primary concern is manual handling when placing or emptying the waste bins.

- 1

When users take out waste from the bins, they should be cautious of any sharp objects. Before emptying and replacing the bag, visually inspect it, and if there are sharp objects, it's advisable to wear gloves.
- 2

Our Unisort Aspire Recycling Stations are constructed from dense materials, making them quite heavy for one person to lift. A single unit typically weighs between 15kg to 150kg, so it's essential to have multiple people available when moving them. Bespoke and larger units may differ in weight and should never be lifted by their inserts or dragged or pushed along the floor. For stations that require frequent relocation, it's advisable to opt for models equipped with castors (for indoor use only). Alternatively, manual handling equipment such as trolleys or wheeled dollies should be utilized whenever possible.
- 3

It is the duty of the customer to guarantee that they exercise full care, responsibility, and correct operation or usage, as well as provide appropriate training at all times.
- 4

Unisan cannot be held responsible for any damage or injury to individuals or property resulting from failure to work in a safe and proper manner.

Warranty

The Unisort Aspire Recycling Stations are provided with a 3-year manufacturing warranty*. This warranty covers defects in all laminate finishes, surfaces, and plastic inserts as per the original manufacturer's warranties.

However, damages resulting from accidents, misuse, abuse, neglect, and standard wear & tear are not included in this warranty. Additionally, any damage incurred by moving the units against our recommendations is not covered.

Unisan retains the right to determine whether to repair and/or replace any products covered by the warranty, and our decision in this matter is final.

It is essential for customers to regularly maintain and care for all items as a condition of the Unisan warranty.



**Subject to being registered*

Adjusting The Doors

The doors of the Unisort Aspire Recycling Stations are set and leveled prior to delivery. However, variations in floor textures and levels may lead to doors shifting and becoming misaligned.

If adjustments to the doors are necessary, follow these steps:



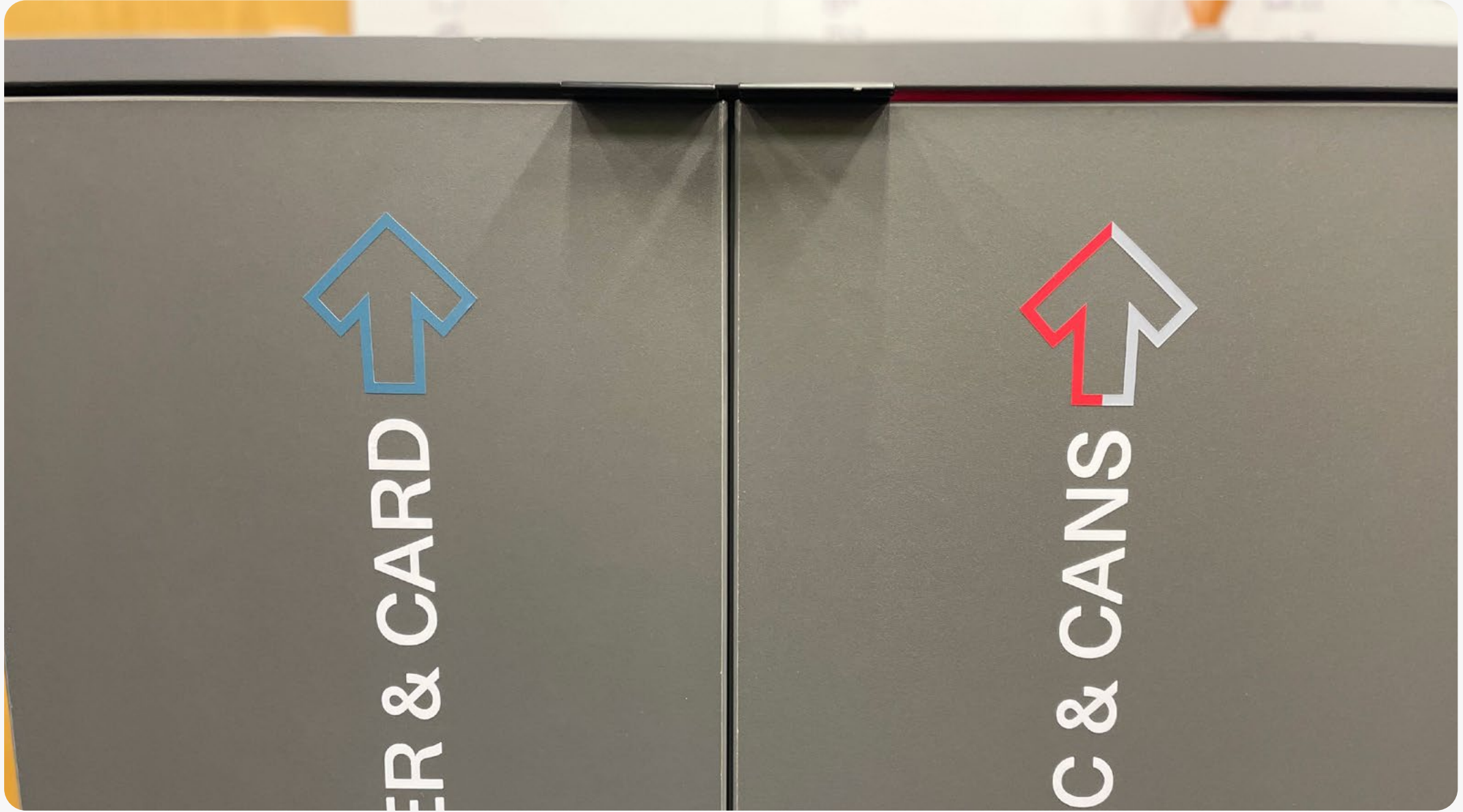
1 This is an extreme representation of how doors may look if they need adjusting.



2 Open the door and turn the front screw on the hinges clockwise to shift the door towards the center of the unit.



3 Turn the rear screw counterclockwise if the door requires adjustment to move away from the center of the unit.



4 Continue adjusting until the door is level and flush when closed.

Tip: Adjusting the hinges in opposite directions will help straighten the door.

How To Empty & Maintain Your Liquid Container

We advise emptying your liquid container either daily or at the start of each shift to minimize the risk of odors and spillage. However, depending on usage levels, this may only be necessary twice a week.



- 1 Mark your recycling station as "out-of-order" when cleaning the container. Lift, tilt and remove the liquid container, and if available, replace it with a spare.



- 2 Empty and rinse the container thoroughly.

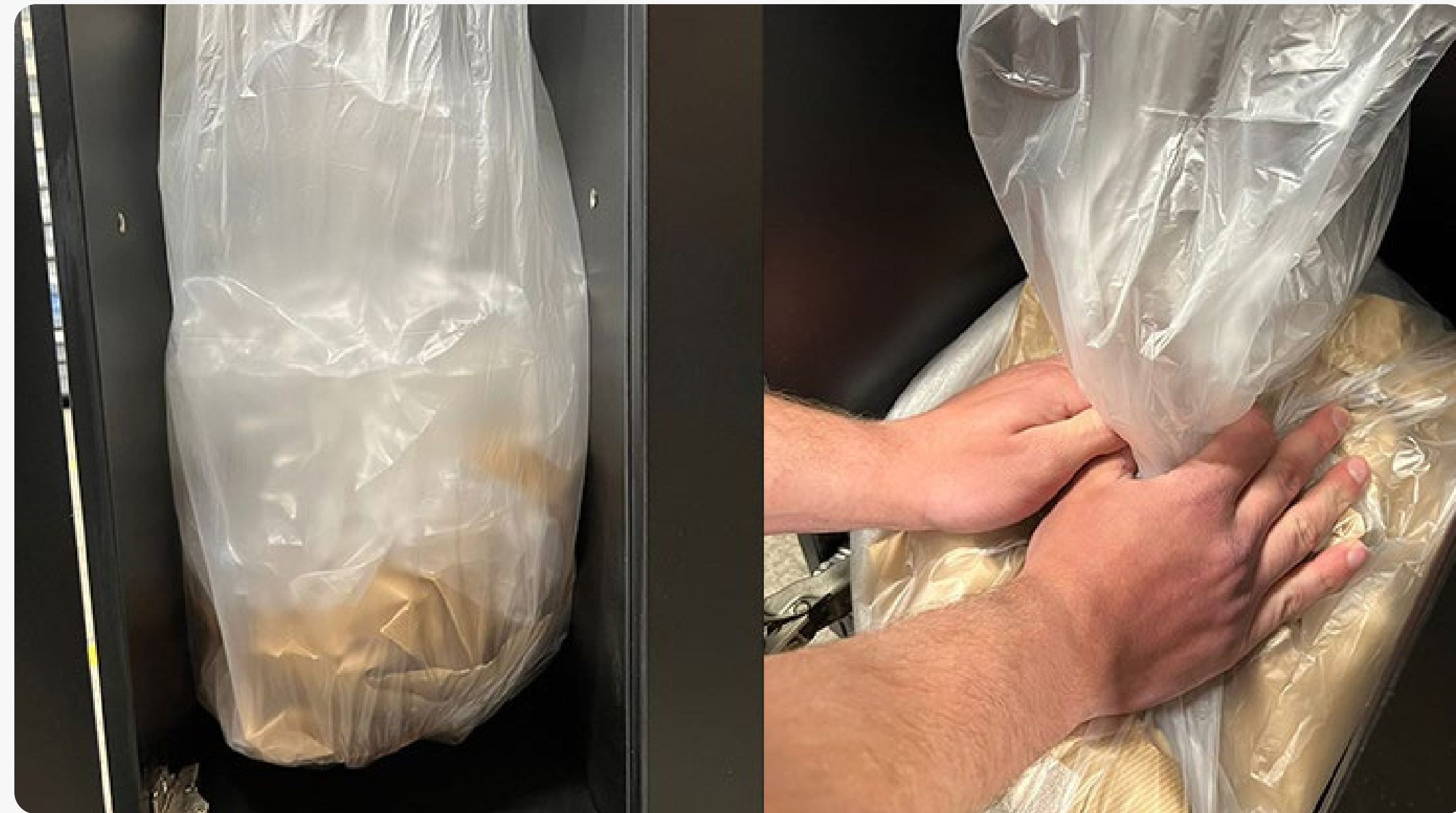


- 3 You can also detach and rinse the connecting tube.
-Hold the tube and loosen the jubilee clip using a 7mm socket or a flat head screwdriver.
-Twist and remove the connector tube.
-To reattach, support the insert, and attach the connector tube, then secure into place by tightening the jubilee clip.



- 4 Reinsert the tube into the container and lift it back into the unit for use. Ensure the tube is completely inserted into the container to avoid any potential leaks, and remove the out-of-order sign.

How To Empty Your Longopac Continuous Liners



- 1 Gather the waste in the liner. Compress the waste and eliminate any air from the liner.



- 2 Attach 2 cable ties about 6cm apart then cut off in between those and remove the full liner.



- 3 Lower the new liner into position for immediate use.

How To Reload A New Continuous Liner Refill



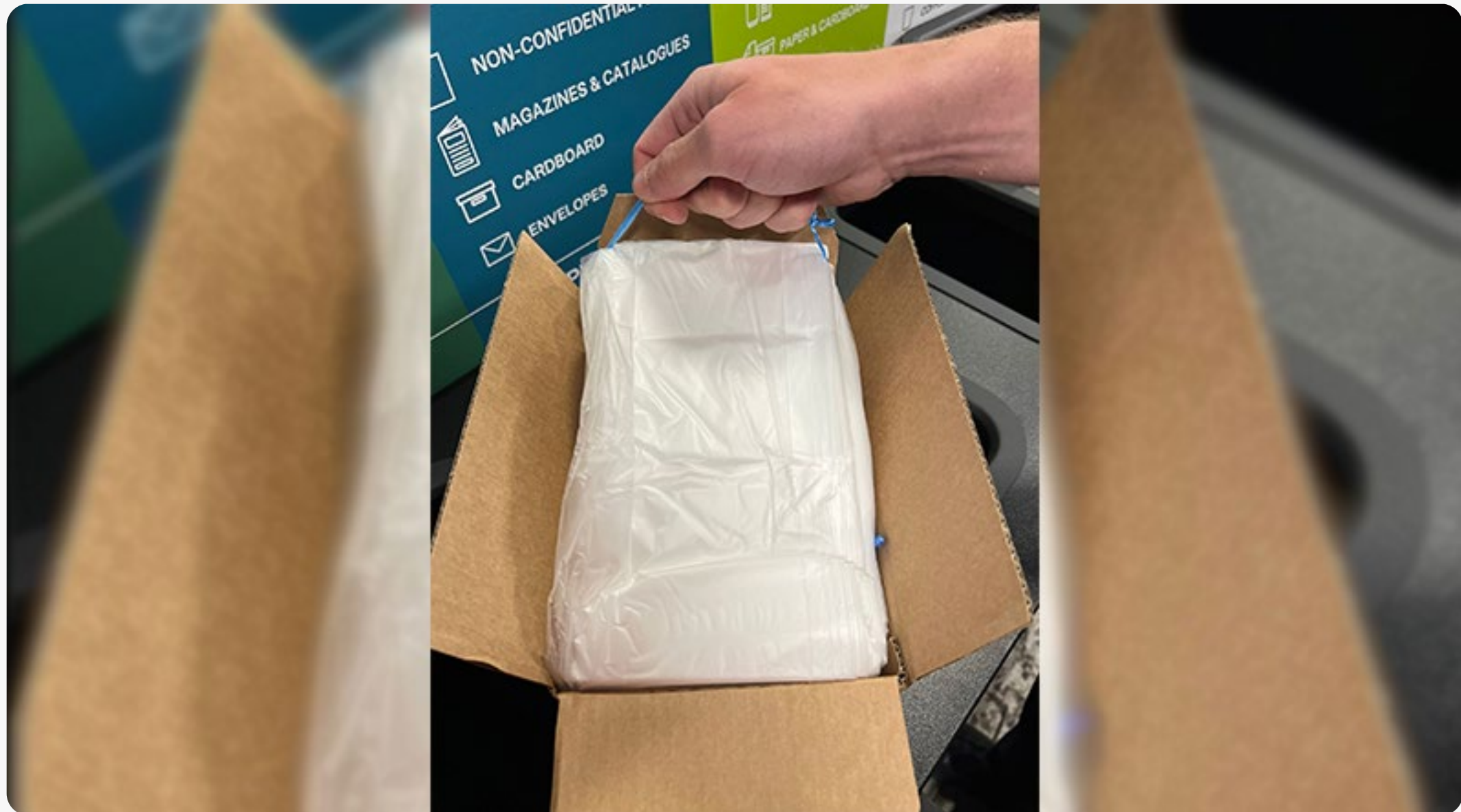
1 Remove the empty holder from your unit.



2 Take a new boxed liner and open it by pressing down on the side tab.



3 Use the tab to lift open and pull back to open the liner box.



4 Lift the liner out of the box using the blue ties. Do not cut the blue ties until the liner is fitted in the holder.



5 Position the new liner over the holder, ensuring that the knots in the blue ties are facing upward.



6 How your new liner should appear when placed on the holder.

How To Reload A New Continuous Liner Refill (Cont.)



7 Using the scissors from inside your unit, cut off the blue ties.



8 Grab the liner from the outer edge and begin pulling upwards.



9 Pull the liner tight and tie in a knot.



10 Push the knotted liner down inside the holder.



11 Slide the holder back inside the unit. Finally, pull the liner down for immediate use.

How To Clean Your Recycling Station

We advise refraining from using alcohol-based cleaning products on your recycling station as they could cause the graphics to fade over time.



- 1 Spray the surface with an all-purpose surface cleaner and gently wipe it with a soft or microfiber cloth. Exercise caution, especially when cleaning around cut lettering on doors.



- 2 Continue cleaning until the unit is thoroughly clean, paying attention to the worktop.

How To Change Your Backboard



1 Loosen and remove the backboard bolts using M6 Allen key.



2 Take the new backboard and place the bolts in.



3 Tighten the bolts until secure.

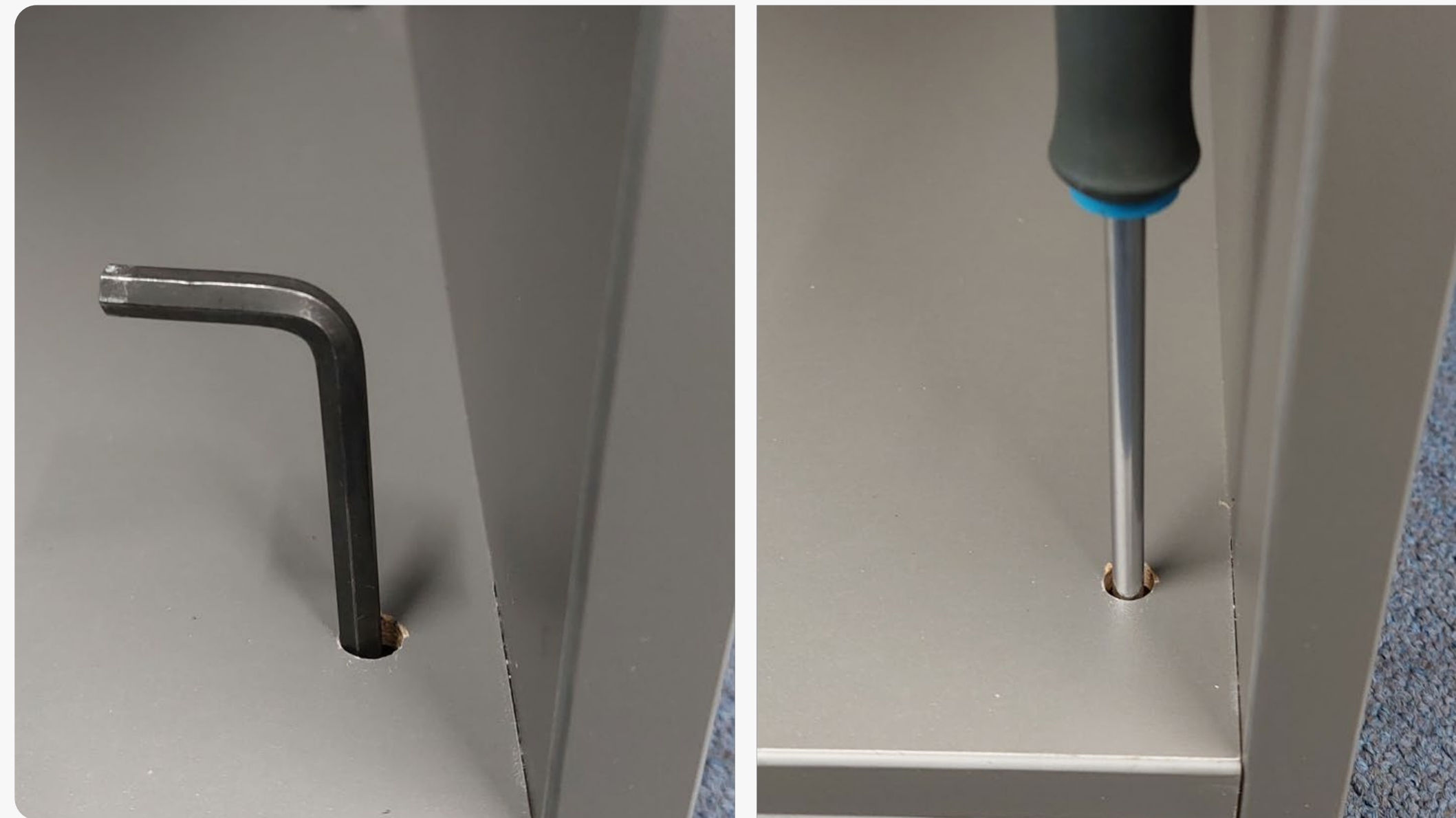


4 Your new backboard is now ready.

How To Adjust The Feet On The Bottom Of Your Unit



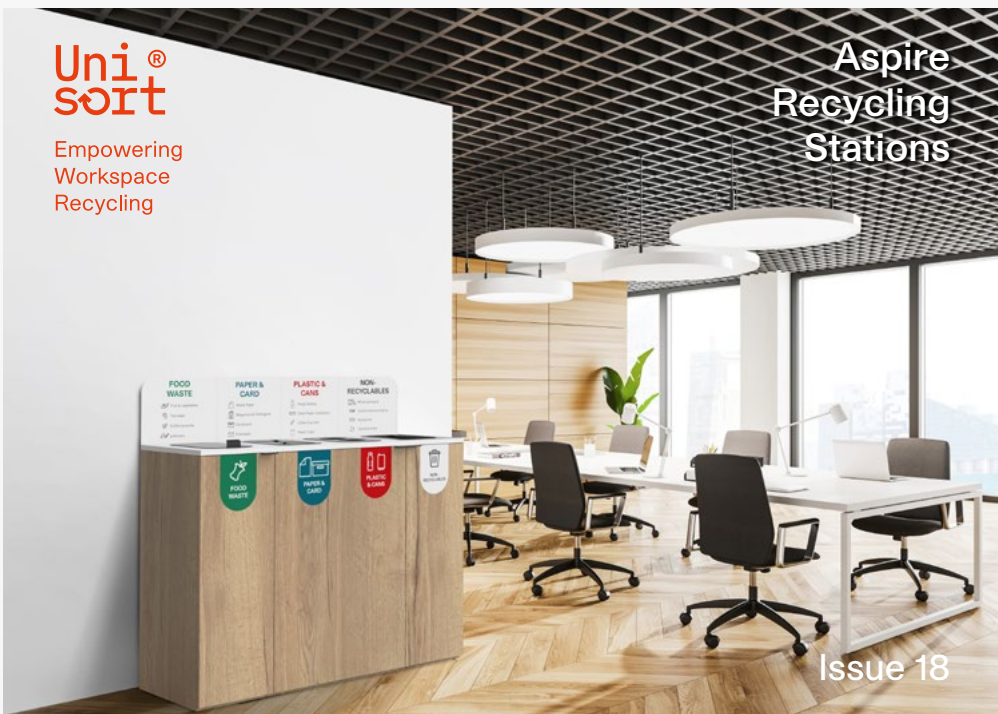
1 Remove the black caps from the base of the unit to access the adjustable feet.



2 Use SW6 hex key or blade screwdriver to adjust or level recycling station.

Find Out More

The Unisort Range



Unisort Aspire

Our flagship customisable recycling stations.



Unisort Climate

An overview to the Unisort Climate range and options.



Unisort Cup Collector

Our dedicated cup collecting recycling station.



Unisort Liner System

The bin liner system that reduces your plastic wastage and emissions by 80%.



Contact Us

Find out how we can help
achieve your recycling goals.

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Empowering
Workspace
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By Unisan