

## Notice to Building Owners

# CRITICAL SAFETY MESSAGE CONCERNING FIRE/SMOKE DAMPER ACTUATORS

### **WARNING**

Certain Invensys Building Systems (IBS) Siebe MA-200 Series Actuators have failed in field tests resulting in dampers failing to close. If dampers do not close during a fire, smoke and toxic fumes can spread throughout a building. This could result in serious injury or death.

IBS, in cooperation with the United States Consumer Product Safety Commission, is engaging in a nation-wide corrective action program to identify, test, and replace problem actuators.

Please read the following to find out how to proceed with the identification, testing, and replacement of the actuators.

According to our records, your building may have Siebe Actuators subject to this notice. We urge you to take immediate steps to test all Actuators on your premises that are covered by this identification, testing, and replacement program. Please read the following for information on how to proceed.

#### 1. Identify Actuators involved in the corrective action.

The Actuators were used in certain fire, smoke, and combination fire/smoke dampers manufactured from 1993 to 1999. They have the following Siebe Model numbers.

MA-220	MA-220-0-1	MA-220-0-2	MA-221
MA-221-0-1	MA-221-0-2	MA-223	MA-223-0-1
MA-223-0-2	MA-230	MA-230-0-1	MA-233
MA-233-0-1	MA-240	MA-240-0-1	MA-240-701
MA-240-701-1	MA-243	MA-243-0-1	MA-243-701
MAH-241	MAH-241-0-1	MAH-241-701	MAH-241-701-1

**The dampers were manufactured by the following companies:**


Accurate Specialty Metal	Brooklyn, NY
Arlan Damper Corp	Bohemia, NY
ASL (Tomkins) Limited (Air Systems, Ltd.)	New Westminster, BC, Canada
ASL (Tomkins) Limited (Air Systems, Ltd.)	Brampton, ON, Canada
Cesco Products	Minneapolis, MN
Greenheck Fan Corp.	Schofield, WI
Leader Industries	Nashville, TN
Metalpress Export Ltd.	Bat Yam, Israel
Nailor Industries	Houston, TX
NCA Manufacturing Limited Canada	Missauga, ON Canada
NCA Manufacturing	Garland, TX
Pacific Air Balance, Inc.	San Fernando, CA
P.C.I. (Pottorff).	Montebello, CA
Prefco Products	Buckingham, PA
Reed National Air Products Group	Holland, OH
Ruskin Manufacturing	Grandview, MO

**2. Test these Actuators to find out if they are operating correctly.**

- **The test is performed by “cycling” the Actuator. Turn off the power to the damper and physically check that the damper operated properly and closed. Turn the power back on and check that the damper re-opened. This test must be performed for each damper in the facility that is equipped with an Actuator designated above.**
  - **If any of the dampers do not close after the power is turned off, or if the damper does not initially close when the power is turned off, but closes when it is tapped or jarred, the Actuator of this damper is considered to have failed and needs to be replaced.**
- 3. Record the test results on the enclosed TEST LOG. Instructions for completing the TEST LOG are included.**

4.  **Contact INVENSYS immediately if any damper Actuator failed the test.**

- Failed Actuators will be replaced with a redesigned MA-200-2 series actuator. The replacement will be done free-of-charge by a qualified IBS service technician.
  - For complete information concerning replacement arrangements, call the Invensys' Program Coordination Office at this toll free number, 1-877-481-2372, between 7:00 am and 7:00 pm Central Standard Time, Monday through Friday.
  - Or log-on to the Replacement Actuator Program Coordinator's website for program information at [www.regcen.com/ma200](http://www.regcen.com/ma200).
5. Cycle Actuators that are found to be operating properly a minimum of once a week. More frequent cycling – up to daily cycling is recommended. You should also review applicable fire safety code requirements and manufacturer instructions to determine cycling and testing requirements for the fire/smoke dampers and all components of your building's fire protection system.

 **WARNING:** Failure to cycle may result in failure of the Actuator in case of fire, which may result in serious injuries or death.

- INVENSYS will send a reminder in approximately six months to all building owners regarding the need to cycle frequently and to test periodically.
  - For questions concerning the testing and cycling of the Actuators, contact the Invensys' Program Director's Office at 1-888-263-7953, 8:30 am to 4:30 pm Central Standard Time, Monday through Friday.
6. **Fill out and return the enclosed Owner's Reply Card.**
- INVENSYS will use the information on the Owner's Reply Card to locate Actuators that fail within six months from the date of the initial test. **Invensys will contact all who submit owner reply cards in six months.**
  - If you test prior to six-months after the initial test, immediately contact IBS about replacing actuators that fail during these tests.
  - These actuators will be replaced, free-of-charge. *However, to be eligible for these additional actuators, it is essential that the reply cards be returned, even if all actuators are working properly.*

7. Also, mail or fax the completed TEST LOG form to Invensys using the address and fax number provided on the form – **EVEN IF ALL DAMPERS ARE WORKING PROPERLY.**

- Invensys will use this information to monitor future performance of the MA-200 Series Actuators, particularly those that have not been frequently cycled in the past.

Identifying and notifying Invensys of dampers that do not close properly is vital to the success of the corrective action program. Your help is greatly appreciated.

Remember, even if your dampers are working *properly*, we would like for you to participate in the corrective action program by filling out and returning the TEST LOG and the OWNER’S REPLY CARD.

Contact points are repeated below.

For information concerning .....	Contact...	At...	When...
Replacement arrangements	Invensys’ Program Coordination Office	1-877-481-2372 Toll Free	Between 7:00 am and 7:00 pm Central Standard Time, Monday through Friday.
Testing and cycling of the actuators	Invensys’ Program Director’s Office	1-888-263-7953 Toll Free	Between 8:30 am and 4:30 pm Central Standard Time, Monday through Friday.
Corrective Action Program	Program Coordinator’s Website	<a href="http://www.regcen.com/ma200">http://www.regcen.com/ma200</a>	

# Siebe/Invensys MA-200 Series Corrective Action Program

PO Box 140097, St. Louis, MO 63114

1-877-481-2372

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## Owners' Reply Card

Facility Name: \_\_\_\_\_ Type of Facility: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Please Complete and Return this Owners' Reply Card, even if all of your smoke and fire dampers are operating properly.**

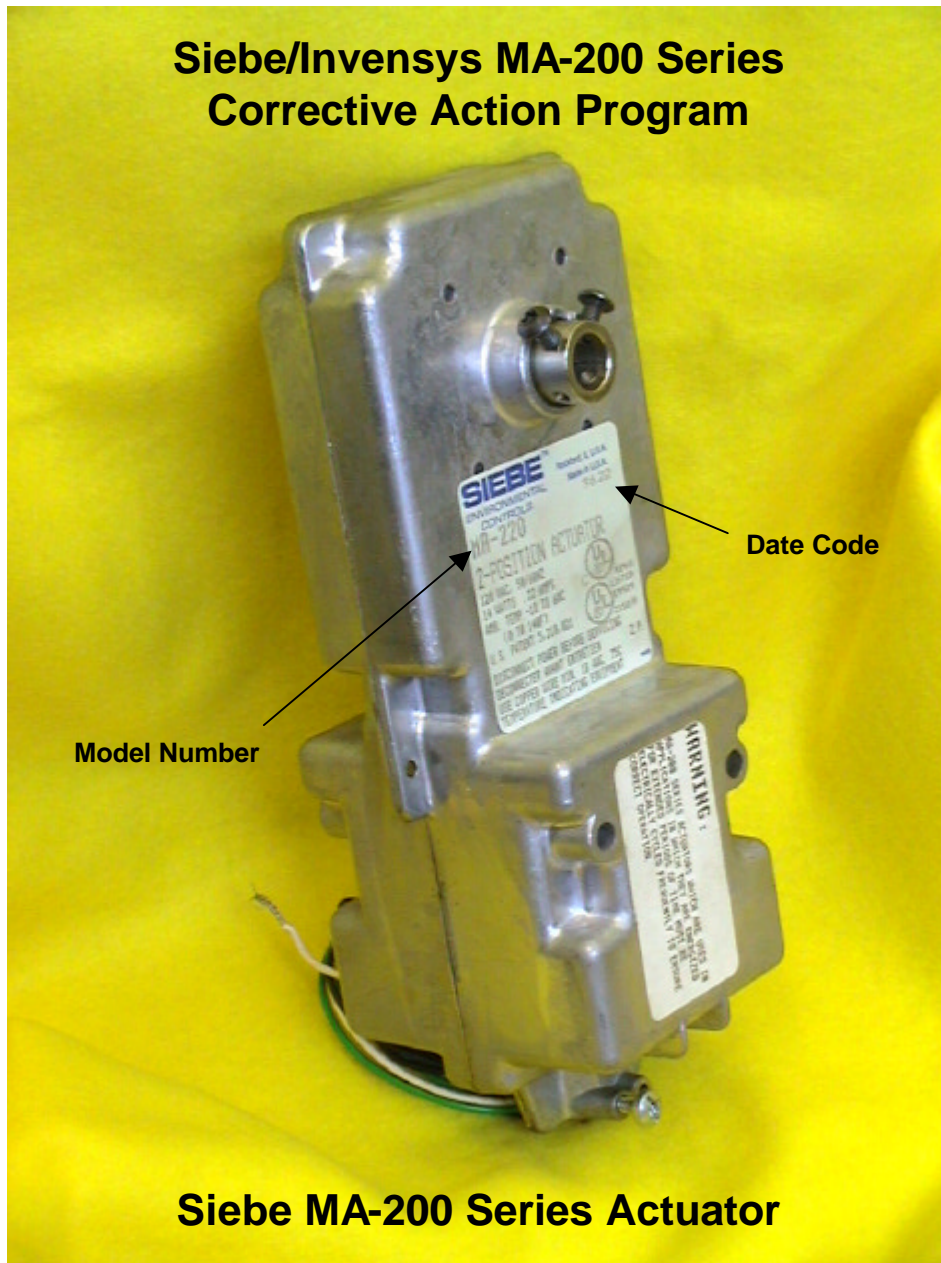
**Return to: Siebe/Invensys MA-200 Series Corrective Action Program, P.O. Box 140097, St. Louis, MO 63114**  
or fax to: 1-314-216-3254. If you have questions, call toll-free: 1-877-481-2372 7:00AM-7:00PM CST M-F.

As you answer these questions, please note the difference between the terms **cycling** and **testing**. **Cycling** refers simply to the opening and closing of the dampers, a commonly automated operation. **Testing** refers to **cycling** done while the dampers are observed to confirm proper operation.

1. How many smoke and fire dampers with MA-200 Series actuators do you have at this site? \_\_\_\_\_
2. How many, if any, of these dampers failed to close when tested? \_\_\_\_\_
3. Who manufactured your smoke and fire dampers? \_\_\_\_\_
4. How frequently were your dampers **cycled** (e.g. opened and closed) before you received this notice?  
 more than once/day     daily     weekly     monthly     quarterly  
 every 6 months     annually     never     other \_\_\_\_\_
5. How were your smoke and fire dampers **cycled** before you received this notice?  
 switched on/off manually     operated by a timer     turned on/off with HVAC  
 operated automatically by the Fire Control or Building Automation System  
 other \_\_\_\_\_
6. How frequently are your smoke and fire dampers **tested** (e.g. **cycled** while being observed to confirm proper operation)?  
 weekly     monthly     quarterly     every 6 months     annually  
 never     other \_\_\_\_\_
7. What was the date of your most recent smoke and fire damper test? \_\_\_\_\_

***Thank you for your cooperation in this important safety matter.***

## Siebe/Invensys MA-200 Series Corrective Action Program



**Siebe MA-200 Series Actuator**

## Instructions for Completing the Test Log

*The following is an explanation of the information requested in each column of the Test Log.*

*Please list all dampers tested, not just those that fail to close.*

### Damper/Actuator Location

Where is the damper located within the building (e.g. room number, floor, wing, etc.)?

### Siebe Date Code

4-digit code located on actuator label

### Actuator Model Number

Located on actuator label

### Damper Manufacturer

Located on damper label attached to damper blades. Required to identify proper replacement parts.

### Damper Model Number

Located on damper label attached to damper blades

### Actuator Mounting

Internal = mounted inside the air stream

External = mounted outside the air stream

### Test Results

OK = damper closed

Fail = damper failed to close properly

(A damper that fails to close initially, but closes when bumped or tapped should be recorded as failed.)

### Notes

Record any condition that causes the damper to fail to close that is not related to the actuator.

# TEST LOG

List the Facility Name as it appears on the Owners' Reply Card: \_\_\_\_\_

*This Test Log must list ALL dampers tested and be submitted along with a completed Owners' Reply Card to establish your eligibility for the Siebe/Invensys MA-200 Series Corrective Action Program.*

*Return to: Siebe/Invensys MA-200 Series Corrective Action Program, PO Box 140097, St. Louis, MO 63114 or fax to: 1-314-216-3254*

*If you have questions, call toll-free: 1-877-481-2372 7:00AM-7:00PM CST M-F*

	Damper/Actuator Location <small>(e.g. room number, floor, etc.)</small>	Siebe Date Code <small>(4-digit)</small>	Actuator Model Number <small>(complete number)</small>	Damper Manufacturer	Damper Model Number <small>(complete number)</small>	Actuator Mounting <small>(e.g. Internal or External)</small>	Test Results <small>(OK or Fail)</small>	Notes <small>(record any condition that caused the damper to fail to close that is not related to the actuator)</small>
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