

# VERMEIREN

## Normandie E

INSTRUCTION MANUAL





## **Instructions to the specialist dealer**

This instruction manual is part and parcel of the product and must accompany every product sold.

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## Preface

First of all we want to thank you for putting your trust in us by selecting one of our products.

Vermeiren products are the result of many years of research and experience. During the development, special attention was given to the ease of use and the serviceability of the product.

The lifetime for the product is strongly influenced by the care and maintenance of the product.

This manual will help you get acquainted with the operation of your product.

Following the user instructions and the maintenance instructions are an essential part of the warranty.

This manual reflects the latest product developments. Vermeiren has the right to introduce changes without the obligation to adapt or replace previously delivered models.

For any further questions, please consult your specialist dealer.

# 1 Product description

## 1.1 *Intended use*

The Normandie E comfort chair is developed entirely for your comfort.

The comfort chair is designed for sitting of 1 person.

Individuals who would like to use the comfort chair must at least have sufficient control of their torso and may not display any disruptions in their sense of balance if this affects side stability.

The comfort chair is suited **ONLY** for indoor use.

You will need a helper for indoor transporting of the Normandie E and the chair might also need its own storage place.

The different types of accessories, and the construction allow full use by persons disabled by:

- paralysis
- weak/malformed limbs (while maintaining control over the torso)
- injuries of the joints
- heart insufficiencies and poor blood circulation

The indication to use this product must take into account the following elements:

- body size and weight (**max. load 130 kg**)
- physical and psychological condition
- home environment

The comfort chair should only be used on surfaces where all four legs are touching the ground.

The comfort chair should not be used as a ladder, nor is it a transport for heavy or hot objects.

When used on mats, carpeted floors or loose floor coverings, the floor covering can get damaged.

It is necessary to choose the best fitted model for the size/build of the patient. The seat systems were formed according to ergonomic principles for your comfort.

Use only Vermeiren approved accessories.


The manufacturer is not liable for damage caused by the lack of or improper service or as a result of not following instructions from this manual.

Compliance with the user and maintenance instructions are an essential part of the guarantee conditions.

Visually impaired people can contact the dealer for the instructions for use.

## 1.2 Technical specifications

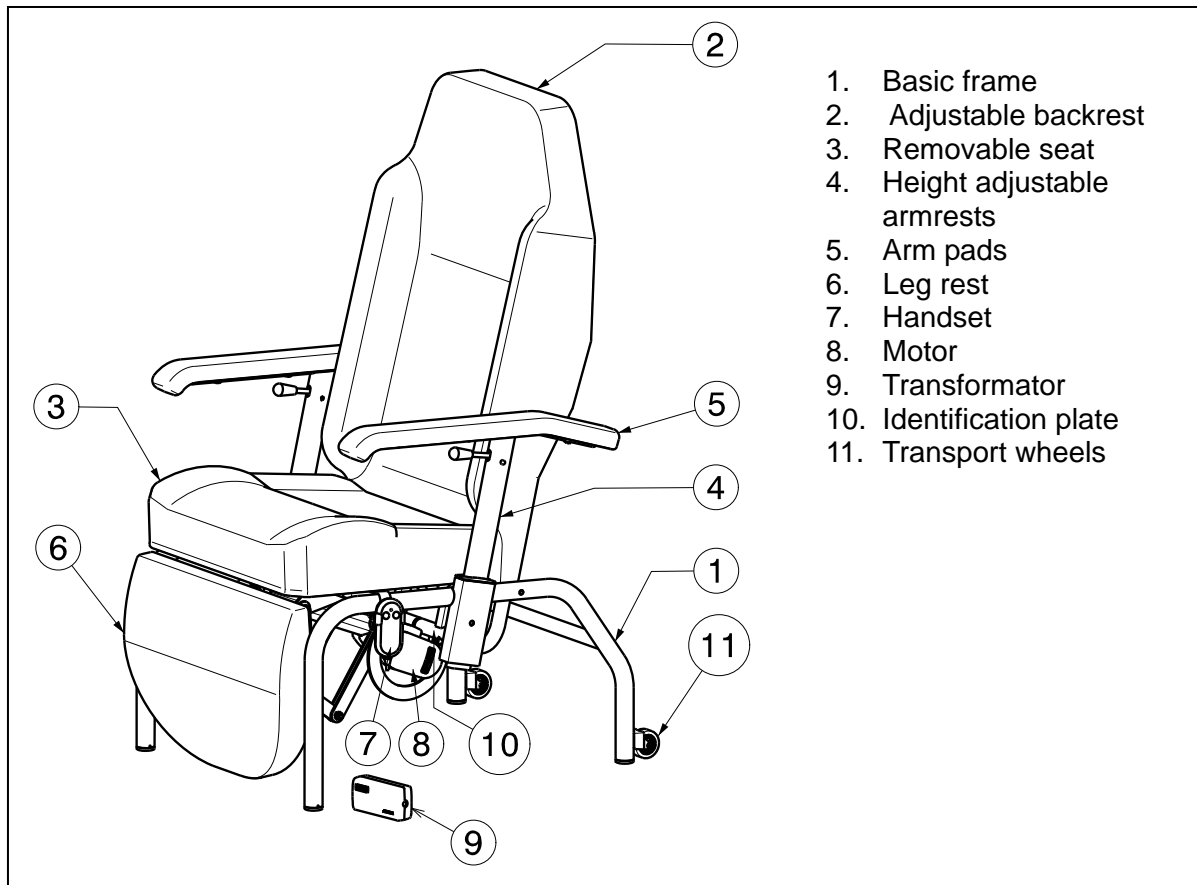
Technical terms below are valid for the product in standard settings and with the upholstery. If other accessories are used, the tabulated values will change.

<b>Make</b>	<b>Vermeiren</b>	
<b>Address</b>	<b>Vermeirenplein 1/15, B-2920 Kalmthout</b>	
<b>Type</b>	<b>Comfort chair</b>	
<b>Model</b>	<b>Normandie E</b>	
<b>Maximum occupant mass</b>	<b>130 kg</b>	
Description	Min. - Max.	
Overall length	750 mm	
Dismantled length	1080 mm	
Effective seat width	540 mm	
Overall width	660 mm	
Dismantled width	660 mm	
Overall height	1200 mm	
Dismantled height	810 mm	
Total mass	29,70 kg	
Mass of heaviest part	26,95 kg	
Masses of parts that can be dismantled or removed	Seat cushion: 2,75 kg	
Static stability downhill	6% (in standard configuration)	
Static stability uphill	6% (in standard configuration)	
Obstacle climbing	Not applicable	
Seat plane angle	8°	
Effective seat depth	440 mm	
Seat surface height at front edge	510 mm	
Thickness seat cushions	100 mm	
Backrest angle	19° - 54°	
Backrest height	780 mm	
Distance between leg rest and seat	300 mm	
Angle between seat and leg rest	0° - 90°	
Armrests height	-1,5 mm (only for sideways transfer)	
	138 mm - 170 mm	
Maximum space between wall and comfort chair	380 mm	
Handset	TH6	
Actuator	U <sub>max</sub> 24V <sub>---</sub> , Push: 3500 N, Max. 4,50 A Duty cycle: 10%, Max. 2 min / 18 min	
Power supply / Transformator	Kind of protection: IP20 U <sub>in</sub> : 100V - 240V ~, 50/60 Hz, max 1,5A, U <sub>out</sub> : 29V <sub>---</sub> , 2.0A Duty cycle: 2 min ON max. / 18 min OFF min Protection class: II	
Storage and use temperature	+ 5 °C - + 40°C	
Storage and use humidity	30% - 70%	
<b>We reserve the right to introduce technical changes. Measurement tolerance ± 15 mm / 1,5 kg / °</b>		

*Table 1: Technical specifications*

The comfort chair complies to the requirements set up in:  
EN 1021-1, EN1021-2: Resistance to ignition of upholstered parts

### 1.3 Components



### 1.4 Explanation of symbols



Maximum mass



Indoor use only



CE conformity



Protection class II



Type designation



Use the electronics in dry rooms only



Separate recovery and recycling of electric and electronic devices



Short-circuit-proof safety transformer

## 1.5 Accessories

Adjustable / Widened armrests

Pushbar (standard when equipped with steering castors)

Retractable footrest

## 1.6 For your safety

Take note of the following safety hints:

- ⚠ Follow the instructions for using your comfort chair.
- ⚠ To prevent injury of the hands and damage to the comfort chair, make sure that no objects and or body parts are caught between the adjustment systems (inclination of leg rest, backrest, ...).
- ⚠ If you want to pick up something (lying in front of, on the side, or to the rear of the comfort chair), you should not lean too far out to avoid tipping over.
- ⚠ When moving through doors, arches, etc. ensure that there is enough room at the sides so there is no damage to the comfort chair.
- ⚠ When inclining the comfort chair make sure there is sufficient room around and above it. Otherwise the adjustment movements could lead damage or injury.
- ⚠ Only use your comfort chair according to regulations. For example, avoid uncontrolled rolling against obstacles (steps, curbs, doorframes, etc) or dropping down from ledges. The manufacturer cannot assume liability for damage caused by overloading, collision or other improper use.
- ⚠ When transporting the comfort chair, never pick it up by grasping movable parts (e.g. leg rest) or when the comfort chair is inclined.
- ⚠ Leave the comfort chair in the not inclined position when not using the comfort chair.
- ⚠ Do not sit on the leg rest or armrests.
- ⚠ Do not lean on the leg or backrest - risk of tipping over the comfort chair.
- ⚠ Never exceed the **maximum load**.
- ⚠ Use the comfort chair on level surfaces, with all 4 legs contacting the ground.
- ⚠ Use only Vermeiren approved accessories, spare parts.
- ⚠ Do not use the comfort chair in: environment where combustible or explosive gases or vapors may be present, close to open fires or other heat sources (such as furnaces, ovens or direct sunlight), in a humid environment or outdoors (for the electronic parts).
- ⚠ Do not use the power supply as a toy or to play games.
- ⚠ Use only power sockets conforming to VDE (220 V / 230 V, 50 Hz) for plugging in.
- ⚠ Plugs must only be pulled out by grasping the plug itself; never pull on the cable.
- ⚠ Do not open the electric, electronic devices.
- ⚠ Make sure that all power cables are laid without kinks, shearing or other mechanical damages and no mechanical strain should be placed on the cables.
- ⚠ All cables should be laid that nobody can fall over the cables.
- ⚠ We advise not to use power strip and extension cord. Use the comfort chair directly on the supply socket. We advise not to use supply sockets with a time switch.

## 2 Use

This chapter describes the everyday use. **These instructions are for the user and the specialist dealer.**

The product is delivered fully assembled by your specialist dealer. The instructions intended for the specialist dealer on how to set up the comfort chair are given in § 3.



## 2.1 **Remarks on electromagnetic compatibility (EMC)**

Your comfort chair has been tested for EMC-compliance. We wish to point out that sources of electromagnetic waves are liable to create interferences. The electronics of the comfort chair itself could affect other electric appliances too.

To reduce the effect of electromagnetic sources of interference, please read the following warnings:

- ⚠ **WARNING: The comfort chair might disturb the operation of devices in its environment that emit electromagnetic field.**
- ⚠ **WARNING: The driving performance of the comfort chair can be influenced by electromagnetic fields (e.g. electricity generators or high power sources).**
- ⚠ **WARNING: Avoid using any portable TV or radio in the immediate environment of your comfort chair for as long as it is turned on.**
- ⚠ **WARNING: Avoid using any transmitter-receiver in the immediate environment of your comfort chair for as long as it is turned on.**
- ⚠ **WARNING: If involuntary movements or braking occur, turn off the comfort chair as soon as it is safe to do so.**

Interfering electromagnetic fields may have a negative effect on the comfort chair's electronic systems. These can include:

- Uncontrollable behavior by the comfort chair
- Unintentional movements

In the presence of very strong or enduring interfering fields, the electronic systems could even break down entirely or suffer permanent damage.

Possible sources of radiation include:

- Portable receiver and transmitter installations (receiver and transmitter with fixed antenna)
  - Transmitting and receiving sets
  - Portable TV, radio systems
  - Other personal transmitting devices
- Mobile medium-range transmitting and receiving devices
  - Fixed transmitting and receiving sets
  - Fixed mobile transmitting and receiving devices
  - Fixed radio, TV systems
- Other home devices
  - CD player
  - Notebook
  - Microwave oven
  - Cassette recorder
  - etc.

Devices like electric shavers and hair dryers will have no influence provided that they function perfectly and their cabling be in an excellent condition. Please conform to the operating instructions accompanying such electric instruments to ensure trouble free operating of your comfort chair.

## 2.2 Carrying the comfort chair

To carrying the comfort chair place the backrest into the upright position with the handset.

The best way to carry the comfort chair is to move the comfort chair backwards and roll them on the 2 transfer wheels to the desired place.

If this is not possible, firmly grasp the frame with two persons on the fixed parts in the front and back or on the side. Do not use the leg rest, armrests or the seat to grasp the comfort chair.

At least two persons are required for moving the chair up or down staircases or over single steps or landings, etc. Transporting the chair with the patient is impossible.

To prevent personal injury or damage to the product, there should be no people or objects under the comfort chair during transport.

## 2.3 Recommendations to use the comfort chair

### 2.3.1 Transfer in and out the chair

- ⚠ WARNING: Risk of tipping over – Be sure that the comfort chair do not tip over backwards when the comfort chair is placed in his most backwards position.**
- ⚠ CAUTION: In case you cannot perform the transfer in a safe manner, ask someone to assist you.**

The transfer from the patient in the comfort chair shall be according the instructions below:

1. Place the comfort chair in his most position to the front (minimum inclination) with the handset.
2. Disengage the brakes.
3. Position the comfort chair as close as possible to the chair, couch or bed from you wish to transfer.
4. Check brakes from the comfort chair are engaged.
5. Transfer to the chair. Place the arm pad at the same height as the seat cushion for a sideways transfer (refer to paragraph 2.7).
6. Place the chair in his most backwards position (maximum inclination) with the handset.

The transfer from the patient out the comfort chair shall be according the instructions below:

1. Check that the brakes from the comfort chair are engaged.
2. Place the comfort chair in his most position to the front (minimum inclination) with the handset.
3. Disengage the brakes.
4. Position the chair, couch or bed as close as possible to the comfort chair to you wish to transfer.
5. Transfer out the chair. Place the arm pad at the same height as the seat cushion for a sideways transfer (refer to paragraph 2.7).

### 2.3.2 Correct position in the chair

Some recommendations for a comfortable use of the chair:

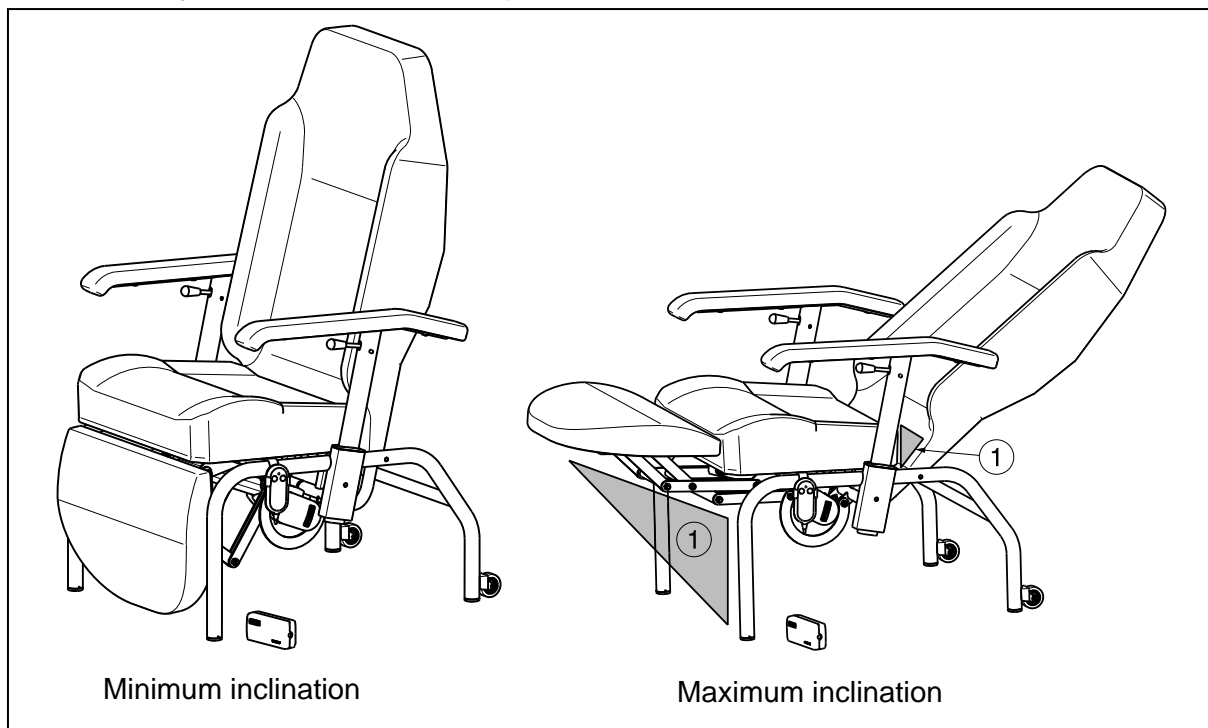
- Position your backside as close as possible to the backrest.

### 2.3.3 Moving / transporting the chair

- ⚠ **WARNING:** Risk of clamping – Be careful passing through restricted passages (e.g. doors).
  - ⚠ **WARNING:** Risk of burns – Be careful when using in hot or cold environments for a sufficient amount of time and when touching - Surfaces can assume the environment temperatures.
  - ⚠ **WARNING:** Risk of injury – There should be no people or objects under the comfort chair during transportation.
1. Transfer the patient out the chair.
  2. Disengage the brakes.
  3. Transport the chair to the desired place on an horizontal underground.
  4. Engage the brakes.
  5. Transfer the patient in the chair.

### 2.4 Backrest inclination

- ⚠ **WARNING:** Risk of tipping over – Be sure that the comfort chair do not tip over backwards when the comfort chair is placed in his most backwards position.
- ⚠ **WARNING:** Risk of injury – Make sure that no objects or individuals are in the adjusting area (see entrapment zones).
- ⚠ **WARNING:** Risk of injury – Do not place your fingers, clothes, buckles, cables or other objects between the entrapment zone.



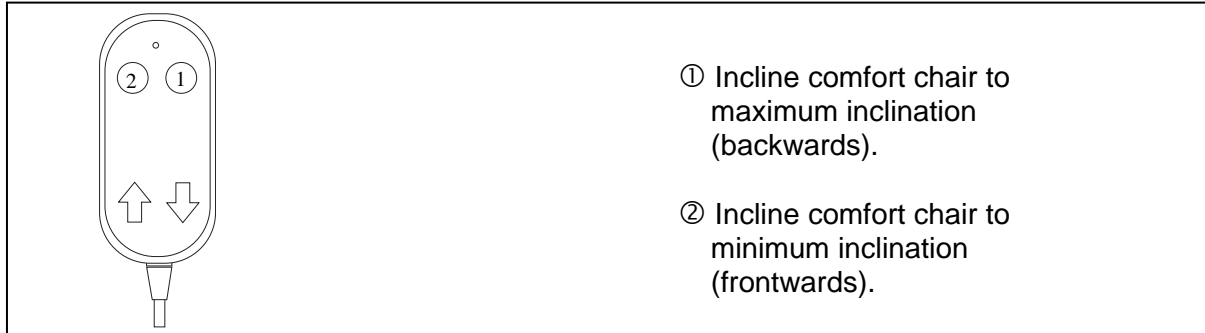
**To change the backrest inclination (when inclining the comfort chair see that there is enough space between the comfort chair and the wall: 380 mm):**

backrest inclination: 19° - 54°; leg rest inclination: 0° - 90°

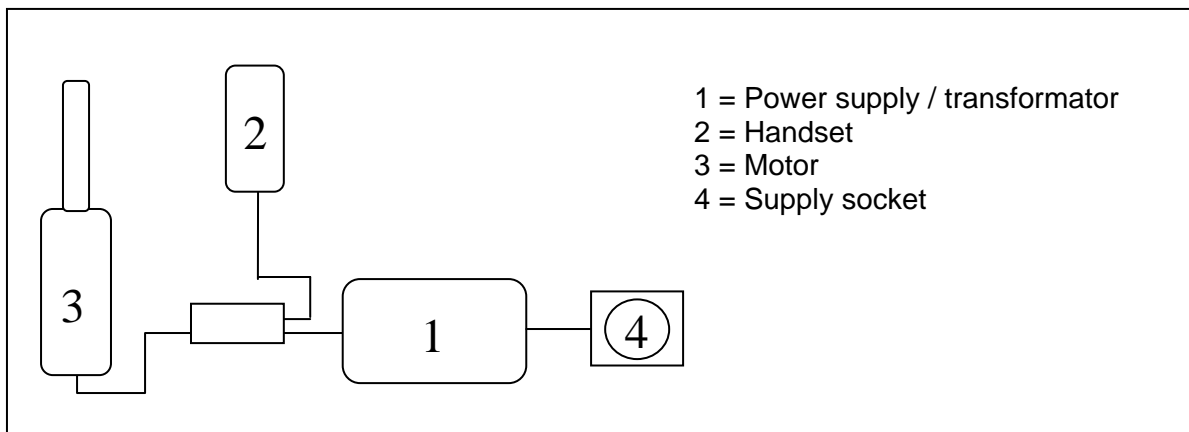
Entrapment zones are indicated in the figure above with ①.

## 2.5 Operating handset

- ⚠ WARNING: Risk of injury – The comfort chair may not be operated by small children, frail or infirmed persons without supervision or nearby small children. Only authorized staff who have been trained in using the comfort chair must use and operate the chair.**



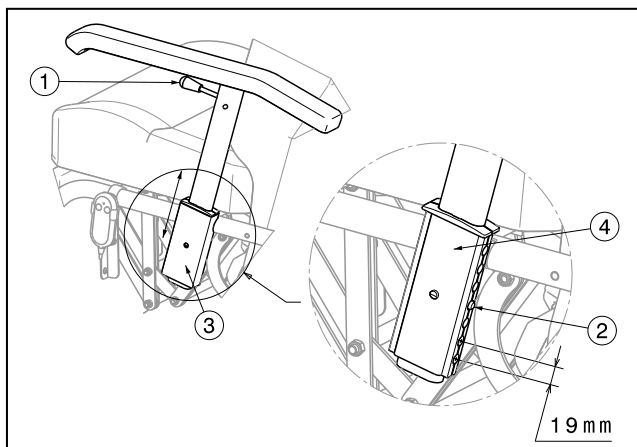
## 2.6 Cable connections



## 2.7 Adjusting the armrests

The armrests can be adjusted in height and can be lowered to the height of the seat frame for the sideways transfer of the patient.

Armrests adjusted in height:



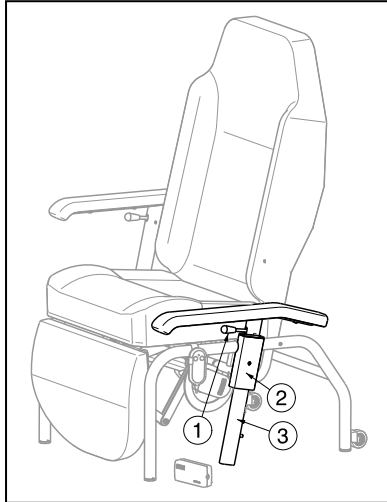
Pull the lever of the armrests ① upwards (in the direction of the arm pad).

The locking spring ② will then be released and the armrest can be moved within the armrest socket ③ into the desired position (Range 57 mm: 4 positions: steps 19 mm).

**The 3 upper holes of the guide part ④ shall not be used.**

- ⚠ WARNING: Risk of injury - If the locking spring ② is guided outside the armrest socket ③, the armrest is not locked. Use this position only for the sideways transfer of the patient.**

Position sideways transfer of the patient:



To lower the armrest for a sideways transfer, pull the lever ① and guide the armrest down to the lowest possible position.

Now the arm pad comes at the same height of the seat cushion.

## 2.8 Taking curbs by using ramps

**⚠ WARNING: Risk of tipping over – Never go up or down ramps without the aid of a helper.**

If you are considering the installation of ramps to overcome obstacles, kindly note the following:

The chair is intended firstly and mostly to be used inside on level and solid surfaces. Never go up or down ramps that are rough or have bumpy edges. Limit yourself to ascents or descents with a maximum angle of 6% (3°).

## 2.9 Transport in the car

**⚠ WARNING: Risk of injury – See that the chair is attached properly in the car or the truck.**

To transport the comfort chair in the car use following steps:

1. Remove accessories.
2. Store accessories safely.
3. Place the chair in the luggage place.
4. If the chair and the passenger compartment is NOT separated, attach the frame of the chair securely to the vehicle. You can use the available safety belts in the vehicle.

# 3 Installation and adjustment

The instructions in this chapter are for the specialist dealer.

To find a service facility or specialist dealer near you, contact the nearest Vermeiren facility. A list of Vermeiren facilities can be found on the last page.

**⚠ WARNING: Risk of unsafe settings - Use only the settings described in this manual.**

**⚠ WARNING: Variation of allowed adjustments can still change the stability of your product (tilt back or sideways).**

## 3.1 Tools

To set up the comfort chair no tools are needed.

### 3.2 Manner of delivery

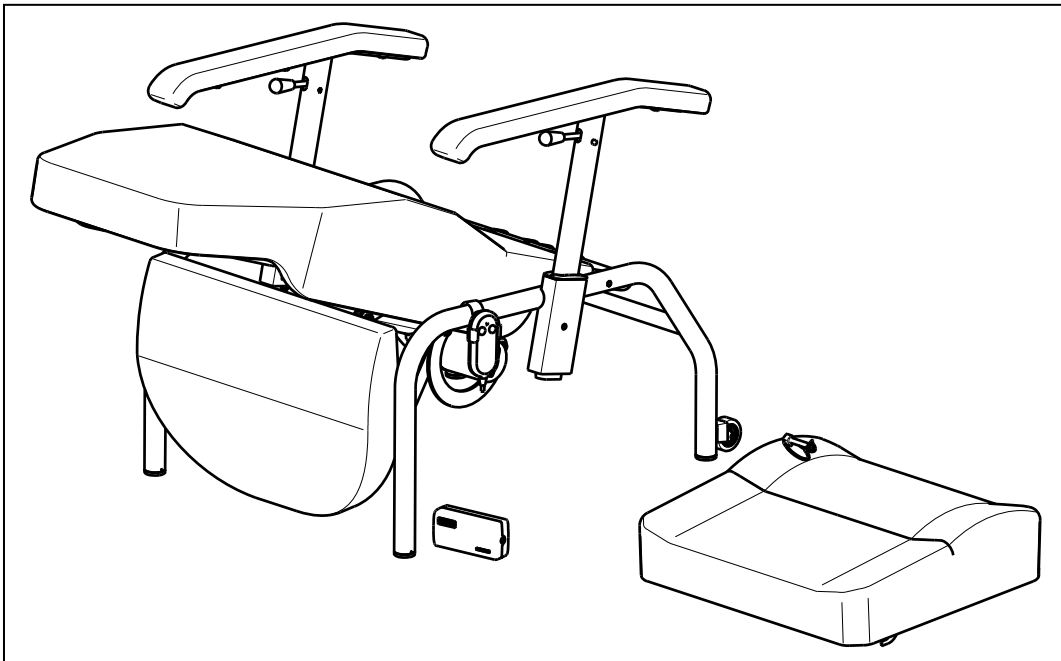
The Vermeiren product shall be delivered with:

- Frame with seat and backrest cushions
- Armrests
- Leg rest
- Motor, handset, transformator and cables
- Manual
- Two chipboard screws
- Accessories

Before use check if everything is included and that no products are damaged (example by transport, ...).

### 3.3 Assembly comfort chair

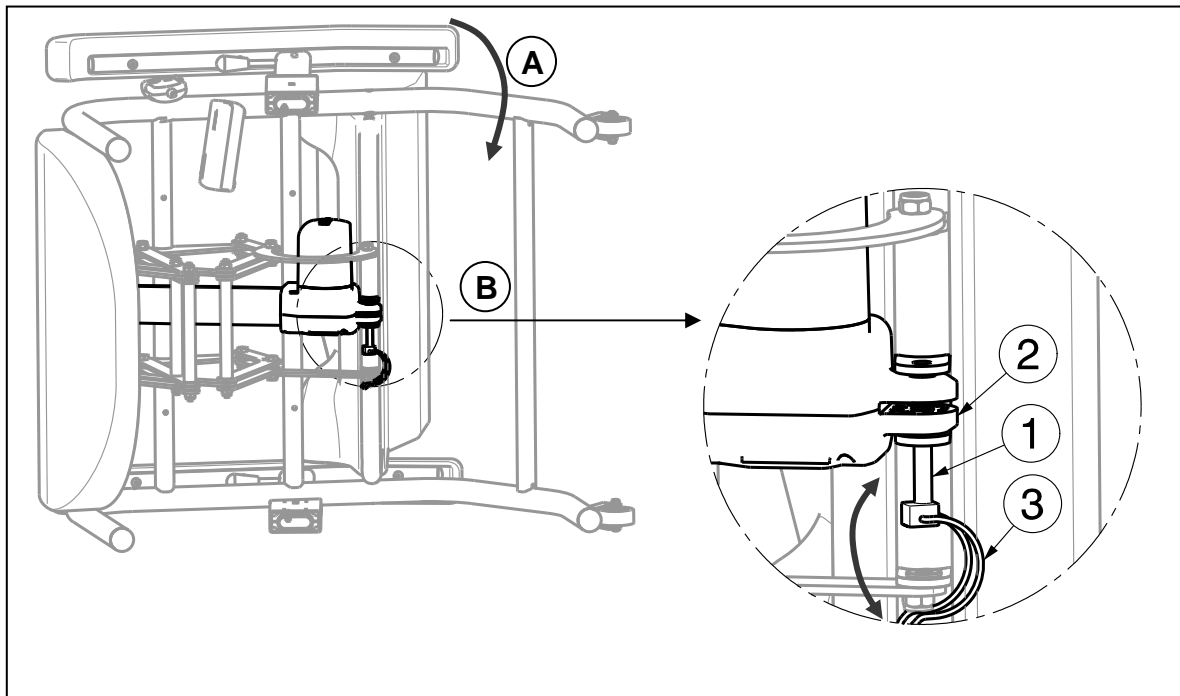
Your comfort chair shall be delivered like shown in the figure below. Use instructions below for the assembly of the comfort chair.



#### 3.3.1 Mounting backrest

For assembly of the backrest, you should lay the model on a flat surface on its side.

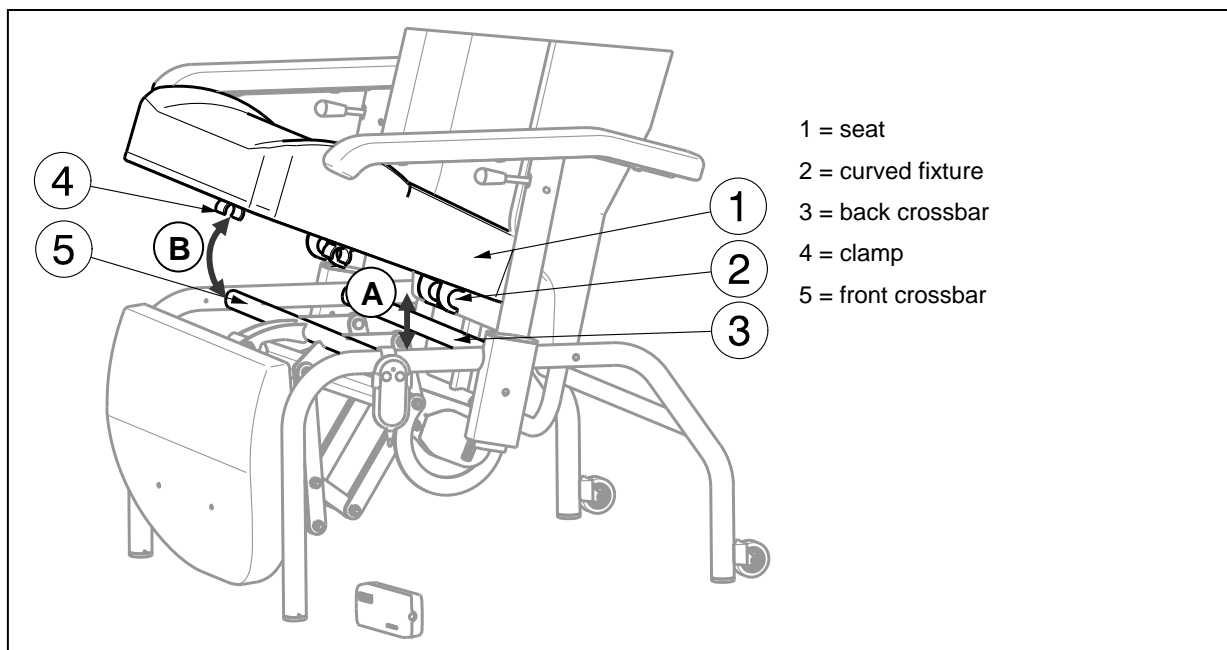
- Move the backrest backwards until the sockets on the lower back frame and the suspension eye of the motor ② lie over one another.
- Guide the locking pin ① through the back sockets and the motor. Afterwards, secure the locking pin ① by guiding the tension spring ③ over the pin until it projects out over the end of the spanning pin.



### 3.3.2 Mounting seat

**⚠ WARNING: Risk of injury – Make sure that no objects or body parts come between the seat and the frame.**

The seat is attached to the basic frame with clamping fixtures.



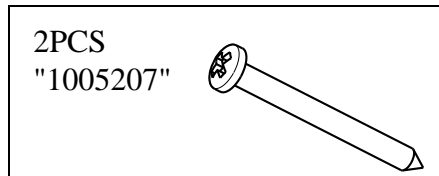
- (A)** Place the seat ① slightly diagonally with the curved fixture ② in such a way that this fixture grabs under the back crossbar of the basic frame ③.
- (B)** Press the seat ① down at the front so that the clamp ④ engages on the front crossbar of the basic frame ⑤.

Move the backrest a little bit backwards if you have not enough space to mount the seat cushion on the frame.

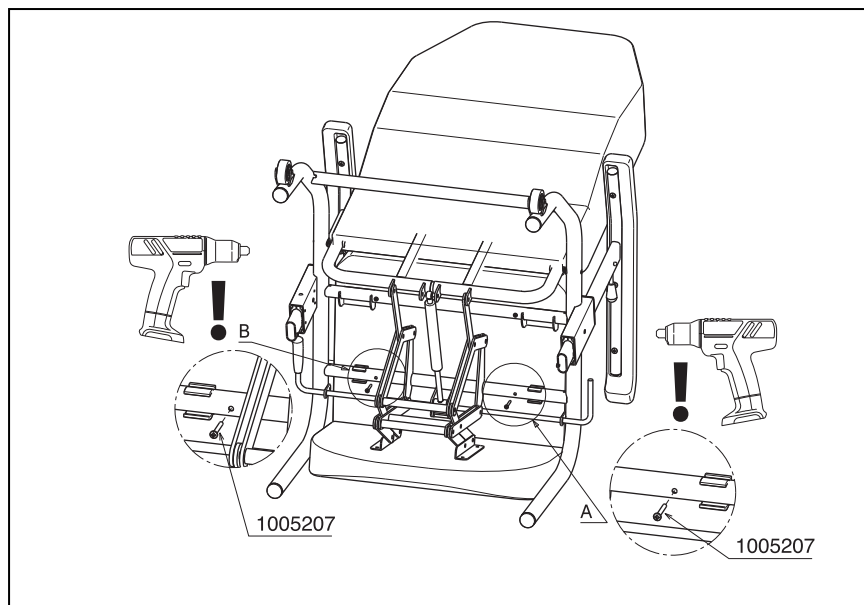
If you would like to remove the seat, proceed in the opposite order.

### 3.3.3 Fixation seat

Included in the delivery: two chipboard screws.



Assembly of two chipboard screws to fasten the seat cushion. Be aware that the seat cushion cannot be removed anymore out of the comfort chair. The chipboard screws can be mounted only once using a drill.



## 4 Maintenance

For the maintenance manual of the comfort chairs refer to the Vermeiren website: [www.vermeiren.com](http://www.vermeiren.com).





**SERVICE**

The comfort chair was serviced:

Dealer's stamp:

Date:

Dealer's stamp:

Date:

Dealer's stamp:

Date:

Dealer's stamp:

Date:

Dealer's stamp:

Date:

Dealer's stamp:

Date:

Dealer's stamp:

Date:

Dealer's stamp:

Date:

Dealer's stamp:

Date:

Dealer's stamp:

Date:

- For service checklists an additional technical information, please see our specialist dealers nearest to you. More information on our website at: [www.vermeiren.com](http://www.vermeiren.com).



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## Notes

A series of horizontal dotted lines for writing notes.



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