



# POD Freestanding Modular Walls



## Handling and Assembly Manual

# THE MODULAR WALL SYSTEM

## HANDLING AND ASSEMBLY MANUAL

The purpose of this manual is to provide you with:

- A clear understanding of the versatility of the wall system
- Recommended layouts
- The steps to safe handling
- The steps to safe assembly
- Documentation that all staff using this system must read and understand before handling the product. On-site training can be provided.

## TOOLS REQUIRED

The following tools are required to assemble POD Freestanding Walls:

8mm Hex Head -  
Supplied by POD



OR

8mm Hex Head Ratchet -  
Can be purchased from POD

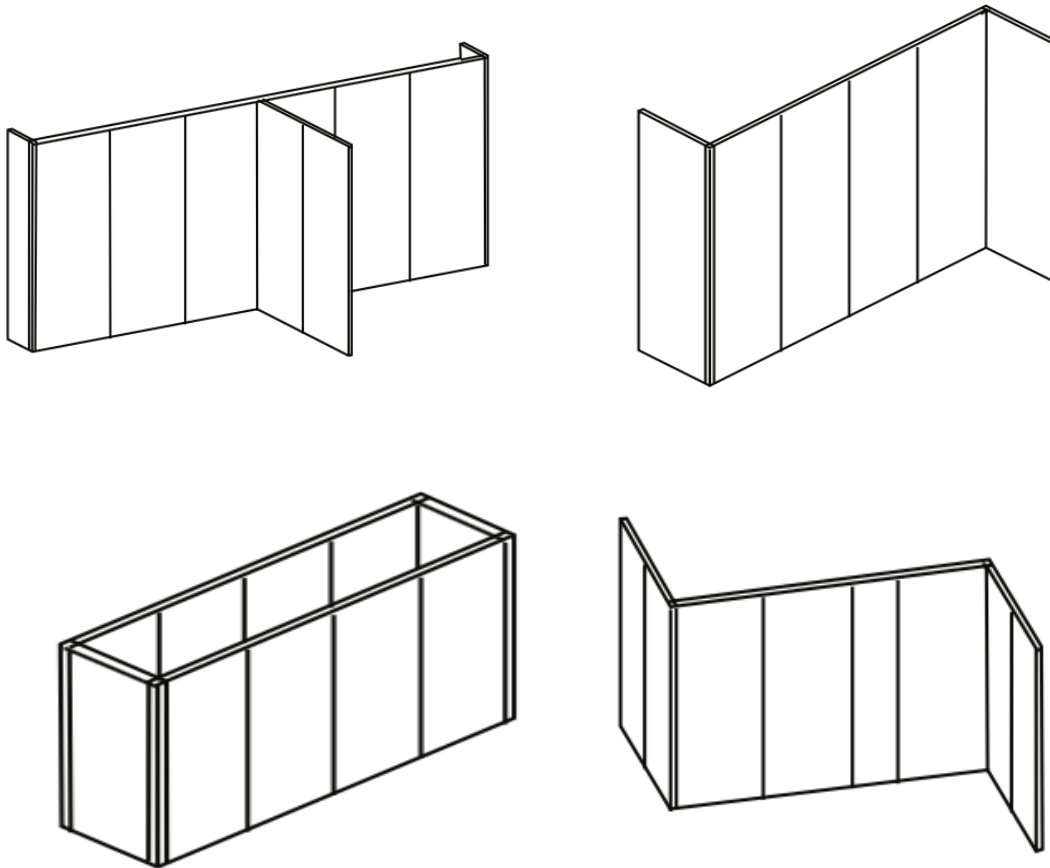


## LAYOUTS

It is crucial that you design your wall layout with safety in mind. Some points to be aware of are:

- Have you enough corners to make a stable wall design?
- Have you considered through traffic? Breezeways?
- Have you enough height clearance to accommodate the walls?
- Do you have enough staff members to safely assemble your layout?
- Have all staff involved read and understood this manual?

Here are some examples of suggested layout designs that may be suited to your space:



## **AN IMPORTANT NOTE TO ALL PURCHASERS OF THE POD MODULAR WALLS**

This display system will provide you with a wide range of display configurations and if handled responsibly will provide a safe and practical easy to handle solution for the division of gallery space, artworks display and many other possibilities.

The handing and assembling of this system must be approached with care, organisation and responsibility. With improper use or a poorly considered layout, assembly or handling of this wall system could be dangerous and result in personal injury, injury to others or damage to property.

It is the duty of the purchaser of this wall system and any staff they are responsible for to ensure it is handled and assembled safely. Your design of the layout needs to be stable and safe. It must also take into account any and all safety and access requirements specific to your facility and/or needs. If you have any doubts about the suitability of this system for your space and resources, we encourage you to approach your facilities manager for a second opinion, who may contact us with any questions or concerns.

All persons who will be involved in the handling and assembly of the Pod Wall System must have read this document and understood it. It is your responsibility to contact us should there be any questions of concerns about the system, or about your planned use of the wall system.

In this manual we have given examples of suggested useful configurations. Please note these are suggestions only and it is your responsibility to take into consideration your own space, floors, staff capabilities, breezeways, public access, etc. to ensure you are assembling a safe, functional configuration.

If still you feel at all unsure about how to work with this wall system after reading this manual we would be very happy to arrange an on-site training session with you or your team should you require it, or to review your proposed design and offer suggestions.

## HANDLING AND ASSEMBLY

It is crucial that you understand the safe methods for handling and assembly of the wall unit before use.

## HANDLING OF INDIVIDUAL WALL SECTIONS

- Awareness of the weight involved in lifting each section
  - The maximum weight of our largest wall section is approximately 50 kg.
  - A minimum of 2 people are required to handle and move individual wall sections
- Two persons to lift by the ends
  - Comfortable lifting points have been put into the ends of each wall section for carrying and assembling your layout
- Never leave a wall standing on its own!
  - Individual walls sections are not designed to be left standing by themselves. When not in use walls must be leant against a wall or stacked against each other.

## ACTIVATION MECHANISMS

There are 4 activation points per wall, and 4 receiving points per wall.

The activation points are a rotating hook mechanism that is activated via an 8mm Allen key point through the 2 holes in each face of each wall.



## ACTIVATION POINTS

All 4 points per join must be activated to ensure a solid/stable construction

- To 'Set' the activation points prior to joining,
  - Insert your 8mm wrench into the activation hole of the wall and rotate it anticlockwise until it stops completely. Do not force the hardware to go further than this point as it may break
  - At this point stage the hardware is ready to be activated
- To 'activate'
  - Once the wall has been pushed against another wall or corner and is being supported safely by handling staff, is ready to be joined, The Clockwise rotation of the wrench with draw/activate the hook and the wall should pinch together firmly.
  - You must push the walls together prior to activation. Do not use the rotating/drawing action of the hardware to pull the walls together. This may result in breaking the hardware.
  - You should feel the rotation firm up, then stop securely without overly forcing the mechanism. Do not force the hardware to rotate beyond this point and you may break the mechanism.



## ASSEMBLY

- Plan the design and layout carefully before assembling, ensure all staff are briefed on how to work the system, and the area is clear from public access, obstructions or tripping hazards. We suggest that a minimum of 3 people is required to assemble.
  - 2x people to handle the wall, position it against the next component and hold in place
  - 1x person to perform the 'set' and 'Activation' on each point
- **You must always begin by making a stable corner, the build from there**



- Extend your layout from this point by adding walls, corners and tees as your layout requires
  - Always be mindful that you have enough corners and that the layout is stable and safe during all stages of the assembly and disassembly.



## DISASSEMBLY

- Reverse the assembly process
- **Always remember to keep the corner assembled right until the end. Never leave a wall assembled without a corner/tee providing support to the layout.**



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