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**ECLIPSE ACCESS FLOOR SYSTEM**  
**INSTALLATION MANUAL**



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**1. GLOSSARY**

<b>B / Q</b>	:	Bill of Quantity
<b>C / L</b>	:	Center Line
<b>FFH</b>	:	Finished Floor Height
<b>Grid Line</b>	:	Lines formed where the panels join together
<b>Laser</b>	:	Electronic device used to control the levels and grid lines of installation
<b>Leveling Bar</b>	:	A device used to level the pedestals and panels. It is straight rectangular tube made of aluminum with small glass window to indicate the levelness of the device.
<b>Setting out point</b>	:	A specific point where the installation will start.
<b>Transit</b>	:	Optical leveling device used for establishing grade levels for floors, ceilings, etc.; for measuring horizontal angles



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**2. JOB SITE PREPARATION**

- 2.1. Obtain complete specifications, drawings, permits and code restrictions concerning the project.
- 2.2. Obtain complete data on optional methods of unloading and handling material through building, elevators, hoists, loading docks, stairs, load capacities, etc.
- 2.3. Services available to the installer at site, lights, electrical power, toilet, drinking water, parking, fresh air, etc.
- 2.4. Consider work schedules of other trades and how you must interface with them. (Note: ceiling works can cause extreme problems to Raised Floor finish if performed after Raised Floor installation.)
- 2.5. Do not start Raised Floor unloading and storage until you are assured of a safe, secure, dry storage area within the building in close proximity to work area.
- 2.6. The Raised Floor should not be started with other working group and their material in the way of proper performance and production.
- 2.7. Inspect existing sub floor where Raised Floor is to be installed. The area must be relatively clean, free of dust and debris. Moisture must not be present. If concrete sealers or hardeners have been applied to sub floor or if the sub floor has been treated or finished with other than bare concrete, pedestal adhesive should be tested in several locations to insure compatibility of adhesive bonding.
- 2.8. If sub floor is not level and suitable for Raised Floor installation, advise owner or owner's agent and request correction prior to starting installation of Raised Floor.
- 2.9. Do not start installation of Raised Floor until you have performed the following checks and have the owner or agent approval.
  - a) Module Setting Out Point.
  - b) Benchmarks controlling FFH.
  - c) Pedestal locations are not in conflict with other work.
  - d) The owner has given permission to start installation and given assurance of reasonable production schedule.
  - e) The job site conforms to contract drawings and specifications.



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**3. INSTALLATION**

- 3.1. Compare building dimensions to approved drawings to be sure they agree. If not, do not proceed – contact owner or main contractor for direction in writing.
- 3.2. Using a Leveling Bar, Transit or Laser leveling devices to check the variation in height of existing sub floor and that of fixed construction of door sill, ledges, elevators or area raised floor must match up to in height. Under such circumstance, make sure that the specified FFH with corresponding pedestal assemblies can be installed and provide a proper finish floor system. Do not proceed with installation if existing conditions vary to a point that you cannot install floor level and match up with all required construction. Consult with owner for direction in writing.
- 3.3. Using Transit device to set up the Setting Out Point and lay out two base lines at right angel. These two base lines could be adjusted in or out from existing walls to allow for proper fit or cutting of wall panels. Remember that a cut wall panel should not be less than 15 cm. Spread pedestal assemblies in an area approximate 600 x 1200 mm beginning at the Setting Out Point along with baselines.
- 3.4. Using Laser Level Device to level pedestal assemblies in order to keep the variation in finish floor height within  $\pm 1.50$  mm for every 3 m and  $\pm 2.5$  mm for entire floor area.
- 3.5. Apply pedestal adhesive under each pedestal assemblies base plate to secure to sub floor. Allow minimum 24 hours for adhesive curing. During such period, no other working groups are allowed to work on finished raised floor area.
- 3.6. Next install stringer if specified. Start at original Setting Out Point and attach each stringer to leveled pedestal head using specified fasteners and fastening methods. Insure each stringer is in proper module alignment.
- 3.7. Beginning at the original Setting Out Point, laid four rows of raised floor panel in place in proper module alignment along the longest baseline or wall. Insure the panels and pedestals remain in true alignment along original baseline and all panels are laying flat, level and in proper modular alignment.

**4. CUTTING IN**

- 4.1. Each perimeter panel to be cut at walls, columns or other termination of the raised floor is an individual custom cut. The panel must be measured so the cut of panel will match and follow closely the contour of the termination surface. The gap between the termination surface and the cut panel should be  $\pm 1.5$  mm. Do not cut panels so tight that they must be forced in to place. The cut panels should butt all other panels in consistent manner with some close tolerance of



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all field panels and go into position without force. Cut panels at irregular cuts such as some columns, or cuts around pipes, etc. running up walls must be made with precise measurements and saw cuts to insure acceptable appearance.

- 4.2. During Installation, all cut panels could be supported by laterally pedestals. In case that laterally stabilizing the floor system against wall is not applicable, some form of approved diagonal bracing system with fasteners secured to both the underside of the raised floor system and the sub floor which prevents the lateral load of the cut panels can be employed.

### 5. INSTALLATION OF ACCESSORIES

- 5.1. Raised Floor Accessories will vary over the world and it would be impossible to cover in this manual all possible variations and optional methods in installations. However, there are a number of major points, which must be considered to properly install accessories. All raised floor accessories manufactured and supplied by ECLIPSE have been designed to be used with ECLIPSE Raised Floor Systems. If accessories not supplied by ECLIPSE are installed together with ECLIPSE Raised Floor Systems, the contractor / installer should make sure that such accessories are compatible with ECLIPSE Raised Floor Systems and meet all project design criteria and specification.

#### 5.2. Ramps and Steps

The most common raised floor accessories installed are ramps and steps. All installers have to keep in mind such structural parts are for heavy traffic. ECLIPSE provides detailed drawings of all ECLIPSE Accessories showing approved assembly methods and fasteners. The installer must study and follow all such assembly drawings. All transition and interfaces of the Raised Floor System with level with both the Raised Floor and sub floor free from defects in workmanship and structurally sound. User safety is the keynote and installer must keep this uppermost in mind when installing all structural components and accessories in the ECLIPSE Raised Floor System.

#### 5.3. Panel Cut Outs

ECLIPSE Raised Floor panels will be penetrated for a number of reasons and various type methods to make penetrations have been development along with various methods to frame or finish these penetrations. For all cable out cutting, where allows services under the Raised Floor to run vertically up from the Raised Floor cavity through floor panel to an useable area above the Raised Floor, should be structurally sound, neat in appearance, with no sharp edges or burrs which might endanger personnel or services passing through it. All cable outlets cut should be protected by fireproof material EVA to size and miter all corners.



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**NOTE : Cut Out**

- a) Always debar any cut in a panel and ensure there are no sharp edges or burrs, which will harm personnel or services passing through it.
- b) All framing material for cut outs must fit properly and secured in place with either an approved adhesive system or mechanical fasteners.
- c) Metal fasteners should not be allowed exposed on the top-walking surface of the floor panels.

**6. CLEANING AND PROTECTION**

- 6.1. Refer to ECLIPSE Owner's Manual for cleaning and maintenance instructions of ECLIPSE Raised Floor Systems. Be aware of the load limit of Raised Floor panel. Do not overload or abuse the floor system. Entire finished floor should be covered by craft building tape or plywood for floor protection.



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7. **SITE CO-ORDINATION ACTIVITY**

The coordination work would be the most essential activity during project execution. It can be categorized into following different parties:

- 7.1. **Coordinate with Main Contractor**
- 7.2. **Coordinate with Architect**
- 7.3. **Coordinate with Consultant Engineer**
- 7.4. **Coordinate with Head Office**
- 7.5. **Coordinate with Site Divisional Members**
- 7.6. **Coordinate with other sub-contractors**
- 7.7. **Sub-contractor of Partition**  
Partition works can be proceed on the protected and finished Raised Floor panel.
- 7.8. **Sub-contractor of Ceiling**  
Ceiling work can cause extreme problems to Raised Floor finish. Start installation of Raised Floor after finishing ceiling works.
- 7.9. **Sub-contractor of Dry Wall**  
The perimeter panel cutting depends on the position of Dry Wall. Start installation of Raised Floor after Dry Wall works finished.
- 7.10. **Coordination Works with Service Provider**  
Coordination works between Raised Floor and Service Providers, such as water, air-condition, and cabling works under Raised Floor should be arranged during installation. Advise them positions of pedestals in advance to avoid obstruction of service installation.
- 7.11. **Cable Outlet**  
Cutting Cable Outlets can be cut on site according to the specification of Architect or Main Contractor.
- 7.12. **Storage**  
Raised Floor panel and assemblies should be stored at a safe, secure, dry storage area within the building in close proximate to work area. The material shall be partially delivered to site according to the site installation progress.



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**8. SAFETY PLAN**

- 8.1. Anyone who works at high level must use safety belts.
- 8.2. Earplug should be put on when working under environment of high noise level.
- 8.3. Eye-protecting appliance must be worn when works will produce flakes or dust or smoke, which is harmful to health of people, is processing.
- 8.4. Respirative appliances should be put on when spraying, works will produce dust or smoke, which is harmful to health of people, is processing.
- 8.5. Any article, rubbish or tools should not be thrown down from high area.
- 8.6. Material not in prompt need should not be put in pass way.
- 8.7. Any safety devices at site should not be destroyed or disturbed.
- 8.8. Do not stand below material in hoist.
- 8.9. Forbid using unfamiliar electrical appliance or mechanical equipment.
- 8.10. Walking in dark should accompany with lighting.
- 8.11. Except qualified or certified electrician, no one should connect wire, install or maintain mechanical equipment; when connecting power, suitable must be used.
- 8.12. Do not play at site.
- 8.13. Do not drink alcohol during working hours.
- 8.14. If find any unsafe situations, inform site supervisor at once. Eclipse Access Floor System are supplied and installed in conformance with the requirements set forth by individual project specifications and approved submittal documents. It is important that you, the user, clearly understand the design capability of the Eclipse Access Floor System that has been installed for your project.