



IMPORTANT NOTICE

RE: GALaxy Elevator Control Field Wiring

Date: April 29, 2014

To: All GALaxyCustomers:

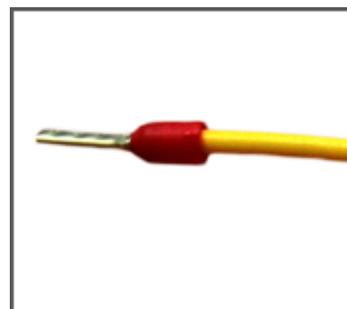
Most of the field connections to GALaxy controls are made using stranded wire. When inserting this stranded wire into the terminals – especially those for EPD's (Electrical Protective Devices) – care must be taken to ensure that all the strands are properly inserted in to the terminals. Improper stripping and insertion may leave strands outside the terminals. Strands not in the terminals may make contact with the wires from an adjacent terminal.

The danger associated with an occurrence such as this has led us to recommend that, for all connections to Safety Devices - those listed in A17.1 – 2013, Requirements 2.26.2.1 thru 2.26.2.39 as applicable.

- Inspect all terminals used to connect safety devices. Ensure that the cage clamp is fully open before inserting a wire into the terminal block.
- Perform corrective action for wires with stray strands by one of the following methods:
 - o Reconnect the wire with all wire strands correctly installed into the terminal. Visually verify that **no wire** strands are outside of the terminal. The conductor should be stripped and inserted completely into the terminal in such a manner that no more than two millimeters of bare wire is visible; or
 - o Use an acceptable method such as tinning; or
 - o Attach a ferrule to the end of field wire for safety devices (as pictured below) and insert the ferrule into the terminal.
- After removal and replacement of any of these field wires, the actual safety device should also be checked for proper operation.



Crimp tool for Ferrule



Stranded Wire with Ferrule Attached