

PHOTOCOPIER
*** SAFETY BULLETIN ***

POTENTIAL HAZARDS

- * ELECTRICAL SHOCK
- * FIRE
- * BURNS
- * EXCESSIVE NOISE
- * OZONE EXPOSURE (respiratory irritation)
- * CHEMICAL EXPOSURE
- * LASER EXPOSURE

- DO NOT PLACE ON OR IN COPIER:
 - Heavy or metal objects (including jewelry)
 - Containers with liquid
- Ozone has a sweet odour. If you can smell it, the level is too high. Report problem immediately.
- Do not use flammable sprays near the unit.
- Turn the power off and disconnect the plug if:
 - A metal object or liquid enters the unit
 - you detect odd noises, smoke or heat
 - the unit is to be cleaned or moved
- If the breaker drops to “off,” do not push it “on.” Unplug and contact service representative.
- Some internal components may be very hot. Turn off machine and use caution when performing internal inspections or clearing paper jams. Wash hands afterward.
- It is advisable to keep the document cover closed or avert your eyes to avoid eye irritation. (The glass prevents harmful UV light emissions).
- LASER COPIER - **NEVER** open the cover of the laser unit or remove the label attached to the cover.

POWER CORD GUIDELINES:

- Use only the correct power supply; do not use a multi-plug power strip; avoid using extension cords. If necessary, ensure a firm connection between power and extension cords.
- Do not bundle cord into a knot, or excessively bend it.
- Do not place or run heavy objects over the cord.