

HUPFER

Operating instructions



Open container and sterile goods transport trolley

CTW/O, STW/O

Read the instructions prior to performing any task!

Manufacturer information

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Document information

Last update: 17.01.2024

Index: 1, en_GB

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1 General information

1.1 Product information

Product name	Open container and sterile goods transport trolley
Product type	CTW/O, STW/O

1.2 Target group

These operating instructions are intended for the following groups of people who perform the listed activities with or on the product:

Maintenance engineer

- Maintenance work on mechanical systems or trained activities on the electrical, cooling or heating systems
- Simple repairs
- Appropriately trained employees of the customer or an employee of the manufacturer

Operating staff

- Standard operating steps
- Rectifying faults as described in the "Troubleshooting" section
- Cleaning

Operator

The operator or an authorised person must carry out the work.

- Check the condition of the entire unit
- Determine maintenance requirements

1.3 Symbols

DANGER

“Danger” indicates a hazardous situation that will result directly in death or serious injury.

WARNING

“Warning” indicates a hazardous situation that may result in serious injury.

CAUTION

“Caution” indicates a potentially hazardous situation that may result in minor to moderate injury.

NOTICE

“Notice” indicates a situation that may result in damage to property.

“Notes” give tips on the correct use of the product.



1.4 Signs



Observe the operating instructions

This warning symbol indicates a danger. Read and observe the operating instructions before commissioning.

2 Product description

2.1 Function

Open container transport trolleys and open sterile goods transport trolleys transport and store sterile goods in StU baskets or containers or in ISO baskets. Open container transport trolleys are equipped with height-adjustable L- or U-shaped profile rails. Open sterile goods transport trolleys are equipped with closed shelf supports, some of which are height-adjustable.

The dimensions are adapted to one of the following systems. The ISO standard and sterile goods unit (StU) systems are not compatible with each other.

Tab. 1: StU or ISO standard

Sterile Goods Unit (StU)	60 cm × 30 cm × 30 cm
ISO	60 cm × 40 cm × 30 cm

2.2 Overview

Overview of CTW/O

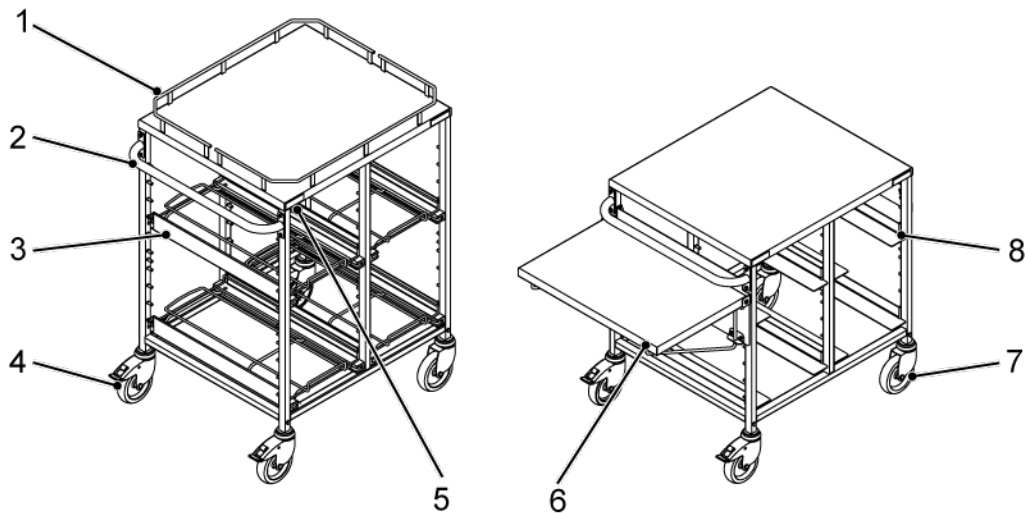
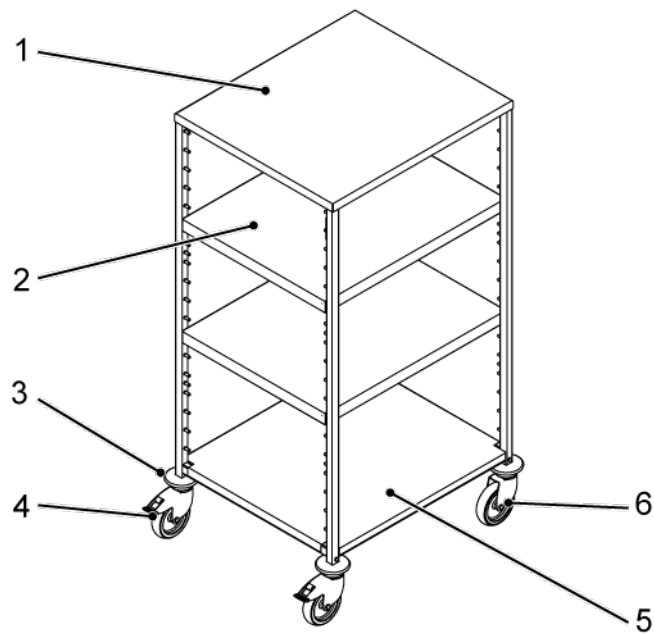


Fig. 1: CTW/O (example)

- | | |
|---|----------------------------------|
| 1 Top with top gallery (optional) | 5 Rating plate |
| 2 Push handle | 6 Hinged shelf (optional) |
| 3 Here: height-adjustable U-rails with drawer frame | 7 Swivel castor |
| 4 Swivel castor with lock | 8 Here: height-adjustable L-rail |

Overview of STW/O*Fig. 2: STW/O (example)*

- 1 Top
- 2 Shelf, height adjustable
- 3 Disc bumper
- 4 Swivel castor with lock
- 5 Base
- 6 Swivel castor

2.3 Equipment features

Housing	Stable, self-supporting construction in stainless steel.
Swivel castors	<p>4 swivel castors including 2 with locks</p> <p>When the locks are engaged the castors cannot swivel and turn.</p>
Insertion	<p>Variants:</p> <p>Shelf, not height adjustable</p> <p>Height-adjustable L-rails/U-rails</p> <p>Height adjustable shelf support</p>

2.4 Equipment options

Top gallery	On the trolley top, for securing goods to be transported on the top.
Transport securing device	Protects StU or ISO containers from slipping out.
Impact protection	Disc bumper
Hanging rail	Provides additional hooks, can be hooked onto the bolts.
Hinged shelf	Provides additional storage space, can be hooked onto the bolts.

2.5 Technical data

The technical data varies according to the design of the transport cart and its equipment options. Basic data can be found on the rating plate attached to the product, further product-specific data can be found on the product data sheet.

2.6 Rating plate

The rating plate of the Känguruh platform is located on the side opposite the docking rail.



Fig. 3: Känguruh platform rating plate

- 1 Manufacturer and address
- 2 Type designation
- 3 Order number
- 4 Tare weight
- 5 Payload

3 Safety information

3.1 Intended use

The open container transport trolley and sterile goods transport trolley are designed for the transport and storage of sterile supplies in StU containers, baskets or ISO containers.

Items may be transported on transport trolleys with a continuous gallery, provided they are firmly placed in suitable transport containers and secured against falling down by a non-slip underlay. The trolley top may be loaded to a maximum of 20 kg.

Intended use includes following the prescribed procedures, complying with the given specifications, and using the genuine accessories that are provided or additionally available. Any other use is considered inappropriate.

3.2 Improper use

Transport trolleys without a continuous gallery are not intended as a storage surface for objects.

It may not be used for transporting living creatures. Persons must not sit in it or stand on it.

In the case of improper use, the manufacturer and suppliers shall assume no liability for resulting damage. Damage caused by improper use shall result in loss of liability and of guarantee claims.

3.3 Safety instructions

3.3.1 General information

The transport cart may only be used in a technically sound condition, while taking risks and safety into consideration, for its intended purpose and in accordance with the operating instructions.

All operating elements and controls must be in a technically sound condition and functioning reliably.

Before each use, the unit must be checked for any visibly apparent damage and defects. If damage occurs, immediately notify those responsible and take the unit out of use.

Changes or conversions are only permitted after consultation and written consent from the manufacturer.

Transport trolleys can move off by themselves and in an uncontrolled manner if the wheels are not locked.

3.3.2 Transport

If the transport cart needs to be lifted, only use lifting gear and load-bearing equipment approved for the total weight of the transport cart.

Only use transport vehicles that are approved for the total weight of the transport trolley.

The transport trolley does not have any attachment points for eyelets or similar lifting aids.

If the transport trolley is transported, it must be additionally secured during transport. The locks on the castors are not sufficient as transport securing devices. They must not be braked during transport on an HGV because the locking mechanism will be damaged by the forces that occur.

3.3.3 Operation and use

Transport trolleys can move off by themselves and in an uncontrolled manner if the wheels are not locked. Secure the stationary transport trolley against rolling away.

Do not park on sloping ground. Only move transport trolleys with the locks released. Moving with the locks engaged will damage the chassis. The locks are not brakes. Only engage the locks when the transport trolley is stationary.

Keep an overview of the route and move the transport trolley with foresight, for example by pulling when necessary. Watch out for children, other persons and obstacles. Do not move the transport trolley over steps. Two people should move the transport trolley on slopes.

Only move loaded transport trolleys with the doors closed to prevent goods to be transported from falling out.

Never try to catch a transport trolley that is falling over. Transport trolleys are heavy and can cause serious injury. Think carefully before starting to move the transport trolley.

Always push the container in completely. There is a risk of tipping if the container is not fully inserted.

3.3.4 Cleaning

The unit may not be cleaned in washing devices.

3.3.5 Maintenance

Troubleshooting may only be carried out by maintenance technicians.

3.3.6 Safety devices

Locks on the wheels. The wheel locks must be applied when the transport trolley is stationary to prevent it from rolling away.

4 Transport



WARNING

Risk of crushing

Improper use or incorrect means of transport may cause the transport trolley to tip over, slip or fall. If not adequately secured, there is a danger of serious crushing injury and damage to the transport trolley.

- Secure each transport trolley with appropriate transport securing devices during transport.



NOTICE

Damage to the locks

The forces that occur during transport by lorry cause damage to engaged locks.

- Secure the transport cart with a transport securing device.
- Release the locks during transport by lorry.



HGV transport securing device

The equipment option “HGV transport securing device” is available for securing the transport trolley during HGV transport.

4.1 Delivery

Delivery is performed by a transport company, whose specialists are responsible for securing the load during transport. At the place of delivery, the transport cart can then be moved on its own wheels.

4.2 In-house transport



WARNING

Risk of crushing

A tray transport trolley rolling in an uncontrolled way may crush people.

- Never leave the transport cart to roll unattended.
- Only drive uphill or downhill if you can control the transport trolley. If necessary, involve a second person.
- Only park the transport trolley on level surfaces.
- Each time you park the transport trolley, secure it with both locks against rolling away.

Only use transport vehicles that are approved for the total weight of the equipment.

1. ➤ Close the doors.
2. ➤ Release the lock.

4.3 Lifting

The transport cart does not have any attachment points for eyelets or similar lifting aids.

Always transport the transport cart upright if possible. It can be lifted using a lifting platform, for example.

5 Commissioning



WARNING

Risk of crushing

A tray transport trolley rolling in an uncontrolled way may crush people.

- Never leave the transport cart to roll unattended.
- Only drive uphill or downhill if you can control the transport trolley. If necessary, involve a second person.
- Only park the transport trolley on level surfaces.
- Each time you park the transport trolley, secure it with both locks against rolling away.



NOTICE

Instructing operating staff

Before commissioning, operating staff must be instructed how to operate the transport cart correctly.



Help protect our environment. Separate the packaging materials and recycle them. Dispose of:

- Packaging and foils in the (yellow) recycling bin.
- Cardboard boxes and paper in the paper recycling bin.

Clean the unit thoroughly before first use (see cleaning instructions).



Check the functions of the equipment:

- Functionality of all mechanical parts.
- Functionality of the controls.
- Functionality of the lock.

6 Operation



CAUTION

Contamination of sterile goods

Contamination of sterilised goods represents a health hazard.

- Observe the operator's instructions for maintaining sterility.

6.1 Moving the cart

WARNING

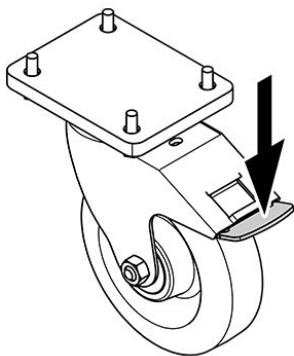
Risk of crushing

A tray transport trolley rolling in an uncontrolled way may crush people.

- Never leave the transport cart to roll unattended.
- Only drive uphill or downhill if you can control the transport trolley. If necessary, involve a second person.
- Only park the transport trolley on level surfaces.
- Each time you park the transport trolley, secure it with both locks against rolling away.

Engaging the locks

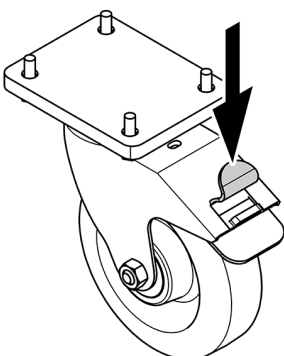
Swivel castors with locks can block the wheel from turning and swivelling. When the locks on both swivel castors are engaged, the transport cart is secured against rolling away.



→ Engage the lock as shown on the left.

➔ The wheel cannot turn or swivel.

Releasing the lock



→ Release the lock as shown on the left.

➔ The wheel can turn and swivel.

Moving with the push handles



WARNING

Risk of crushing

A tray transport trolley rolling in an uncontrolled way may crush people.

- Never leave the transport cart to roll unattended.
- Only drive uphill or downhill if you can control the transport trolley. If necessary, involve a second person.
- Only park the transport trolley on level surfaces.
- Each time you park the transport trolley, secure it with both locks against rolling away.

1. ➤ Push the containers all the way into the transport trolley.
 - ➔ No containers protrude from the sides of the transport trolley.
2. ➤ Release the locks.
3. ➤ Move the transport trolley by the push handles.
4. ➤ Make sure that the path ahead is clear.
5. ➤ Only move the transport trolley over level, dry and stable surfaces.
6. ➤ Have someone help you if the transport trolley has to be moved on a slope.
7. ➤ Secure the transport trolley with the locks when stationary.

6.2 Loading goods



WARNING

Risk of tipping over

There is a risk of transport trolleys tipping over if containers or baskets are protruding.

- Always push containers in completely.
- Only move transport trolleys if no containers are protruding.

Depending on the version, the push-in rack can be loaded with ISO standard boxes, StUs or loose objects.

1. ➤ Apply the locks to secure the transport trolley against rolling away.
2. ➤ Push the containers all the way into the transport trolley.
 - ➔ No containers protrude from the sides of the transport trolley.
3. ➤ Load the trolley from bottom to top.

6.3 Inserting and removing elements

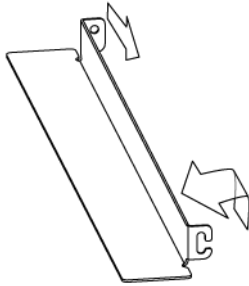
Container transport trolleys

Personnel:

- Operating staff

The L-rails, U-rails and hanging rails can be inserted and removed as required.

You can remove elements.



1. ➤ Remove all objects from the transport trolley.
2. ➤ Unhook the element on the open side.
3. ➤ Pull out the closed side.
4. ➤ The rail has been removed.

If 2 elements use the same bolts, it may be necessary to unhook both elements, e.g. on a middle panel.

You can insert elements by reversing the steps described above.

Hinged shelves can also be inserted and removed. Hinged shelves are additionally secured with nuts.

Sterile goods transport trolley

The shelves of the sterile goods transport trolleys are height adjustable, depending on the equipment.

You can remove shelves.

1. ➤ Remove all objects from the transport trolley.
2. ➤ Lift up the shelf evenly.
3. ➤ Pull out the shelf.
 - ➔ The shelf has been removed.

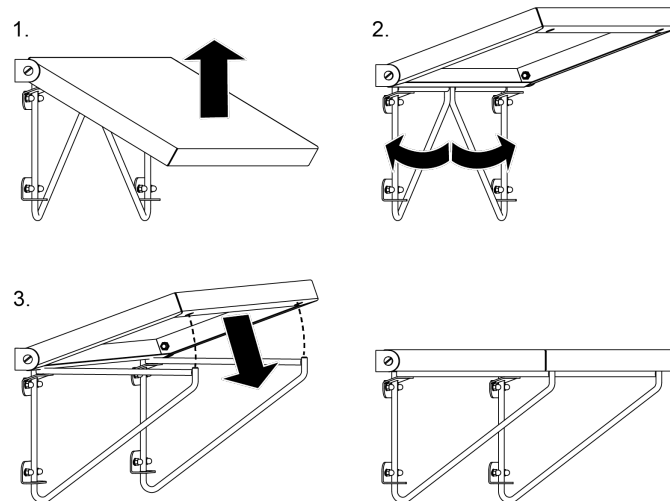
You can insert the shelf.

1. ➤ Slide the shelf horizontally into the shelf unit. The shelf must rest at the same height on all sides.
2. ➤ Press the shelf down.
 - ➔ The shelf sits with the recesses in the bolts of the trolley.

6.4 Using the hinged shelf

Using the hinged shelf

You can fold out the hinged shelf to provide an additional shelf surface when the transport trolley is not in motion.



1. ➤ Fold up the hinged shelf.

2. ➤ Fold out both supports.

3. ➤ Lower the hinged shelf.

➔ The supports latch into the holders of the shelf.

The hinged shelf is lowered in the reverse order.

7 Care and cleaning

7.1 Cleaning intervals

Interval	Maintenance work
After each use and according to the in-house hygiene concept	Cleaning the transport trolley
As needed and according to the in-house hygiene concept	Disinfecting the transport trolleys

7.2 Permissible cleaning types



CAUTION

Spreading water

Wet and dripping transport trolleys distribute water on paths. There is a severe risk of slipping on wet paths.

- Dry the transport trolley after cleaning.
 - Remove the water from the interior, e.g. by tilting the trolleys 5°.
-

! NOTICE

Deformation at high temperatures

The polymers used deform at high temperatures and longer contact times.

- Restrict the contact time to max. 3 seconds.
 - Restrict the temperature to max. 120 °C.
-

! NOTICE

Bearing damage

The wheel bearings are greased. Washing out the bearing grease will result in bearing damage.








- Do not aim jets directly at the wheel bearings.
-

! NOTICE

Damage due to high-pressure cleaning

Lip seals on the door and housing can become loose due to direct high-pressure jets and damage will result.

- Do not point the spray directly at the seals.
 - Keep a distance of at least 30 cm between the nozzle and the device.
 - Use a flat stream nozzle.
-

Cleaning type		Definition of the cleaning operation	Approval for CTW/O, STW/O
Manual cleaning	Dry	Cleaning with dry cleaning agents	
	Moist	Cleaning with a damp cloth and degreasing liquid cleaner	
	Wet	Cleaning with a wet sponge and degreasing liquid cleaner	
Water hose	Pressure \leq 8 bar	Cleaning with a spray jet and degreasing cleaning agents if required. ■ Do not spray into bearings.	
	High pressure/ steam cleaning \leq 200 bar	Cleaning the surfaces: ■ max. 30-90 seconds ■ Do not spray into bearings ■ Use a flat stream nozzle ■ Keep a distance of at least 30 cm	
	Wet steam $\leq 135^{\circ}$ C	Cleaning the surfaces: ■ max. 30-90 seconds ■ Short exposure time for individual sections ■ Do not spray into bearings	
Transport trolley washing devices	Water temperature $\leq 90^{\circ}$ C	Spraying with cleaning and rinsing agent: ■ max. 30-90 seconds	

7.3 Permissible cleaning agents

! NOTICE

Incorrect cleaning agents

Incorrect treatment of the installed material surfaces will result in damage and corrosion.

- Only use cleaning agents approved for cleaning.
- Follow the instructions of the cleaning agent manufacturer.




Suitable cleaning agents



The manufacturer cannot assess the suitability of specific detergents or disinfectants.

- Check the notes on the cleaning agents or disinfectants to find out whether they are suitable for the materials of the transport cart.
- If in doubt, ask the manufacturer of the agent if it is suitable for the materials of the transport cart.

Cleaning agent	Approval
Degreasing agent	✓
■ Neutral liquid cleaner	
Salty cleaning agents	✗
■ Table salt	
■ Hydrochloric acid	
Sulphuric cleaning agents	✗
■ Sulphur dioxide	
■ Sulphuric acid	
Chlorinated cleaning agents	✗
■ Chlorine cleaner	
■ Sea water	
■ Bleach	
Ferrous material	✗
■ Water with iron content	
Low-oxygen cleaning agents	✗
■ Low-oxygen water	
■ CO2 atmosphere	
Neutral cleaning agents	✓
■ Neutral cleaning agents pH 7	
■ Slightly acidic cleaning agents pH 6 – 7	
■ Slightly alkaline cleaning agents pH 7 – 8	
Acidic cleaning agents pH 1 – 5	✗
■ Acids	

Cleaning agent	Approval
Alkaline cleaning agents pH 8 – 14	
■ Alkalis	
Abrasive cleaning agents	
■ Scouring pad	
■ Pot scrubber	
Non-abrasive cleaning agents	
■ Uncoated sponges	
■ Soft cloths	

7.4 Material compatibility

Material	Components
Stainless steel	Frame, top, gallery, hinged shelf
PE 500 (polyethylene)	Transport securing device, disc bumper

7.5 Manual cleaning

3. ➞ Clean the outer surfaces of the transport cart after use or as required.
4. ➞ For wet cleaning, use a soft cloth or an uncoated sponge.
5. ➞ Use degreasing liquid cleaners.
6. ➞ Rinse so that all detergents and disinfectants are completely removed.
7. ➞ Dry the interior and exterior surfaces after cleaning.

7.6 Disinfecting

All the surfaces can be disinfected with commercially available surface disinfectants.

NOTICE

Damage to property

High concentrations of disinfectant can cause corrosion damage.

- Follow the instructions of the disinfectant manufacturer.

8 Maintenance and repair

WARNING

Unqualified staff

Danger from incorrect handling of mechanical components.

- Only qualified personnel may carry out maintenance work.

8.1 Maintenance intervals

Depending on the load, the transport trolley should be checked regularly for to ensure it functions properly. The manufacturer recommends the following components are checked and maintained at regular intervals.

Interval	Maintenance work	Personnel
daily	Carry out a visual inspection of the entire unit.	Operator
annually	<ul style="list-style-type: none"> ■ Check entire unit for distortion and mechanical damage ■ Check effectiveness of the locks ■ Check mechanical strength of the wheels ■ Check functionality of the central lock treads 	Maintenance engineer

8.2 Troubleshooting

In the event of malfunctions and complaints within the guarantee period, contact our service partners. After the guarantee period has expired, have any necessary repair work carried out by our service partners or electricians.

Fault description	Cause	Remedy	Personnel
Transport trolley pulls to one side during transport	Wheel bearings damaged	Replace worn wheels	Maintenance engineer
Running noises made by wheels	Wheel bearings damaged	Replace worn wheels	Maintenance engineer
Wheels do not turn easily	Wheel bearings damaged	Replace damaged rollers	Maintenance engineer
Castor lock no longer working	Lock worn out	Replace lock	Maintenance engineer

8.3 Repairs and spare parts

Spare parts and accessories are available from our customer service. Replace defective components with genuine spare parts. Only then can safe and reliable operation be guaranteed. When ordering spare parts or requesting customer service, always state the order number and the information on the rating plate. This information helps avoid follow-up queries and speeds up the process.

8.4 Recommissioning

The transport cart may only be used in a technically sound condition, for its intended use, and in accordance with the operating instructions. Check the unit for visible damage before each use. In the event of damage, inform the responsible departments immediately. Only operate units that are in faultless technical order.

- Check the transport cart functions, especially the lock.
- Clean the unit thoroughly before putting it back into operation.

9 Disposal



Help protect our environment. Make sure that the materials are recycled.

- Have the unit disassembled and disposed of by recycling companies. All the materials are recyclable.

➞ Take the components to a designated disposal centre.