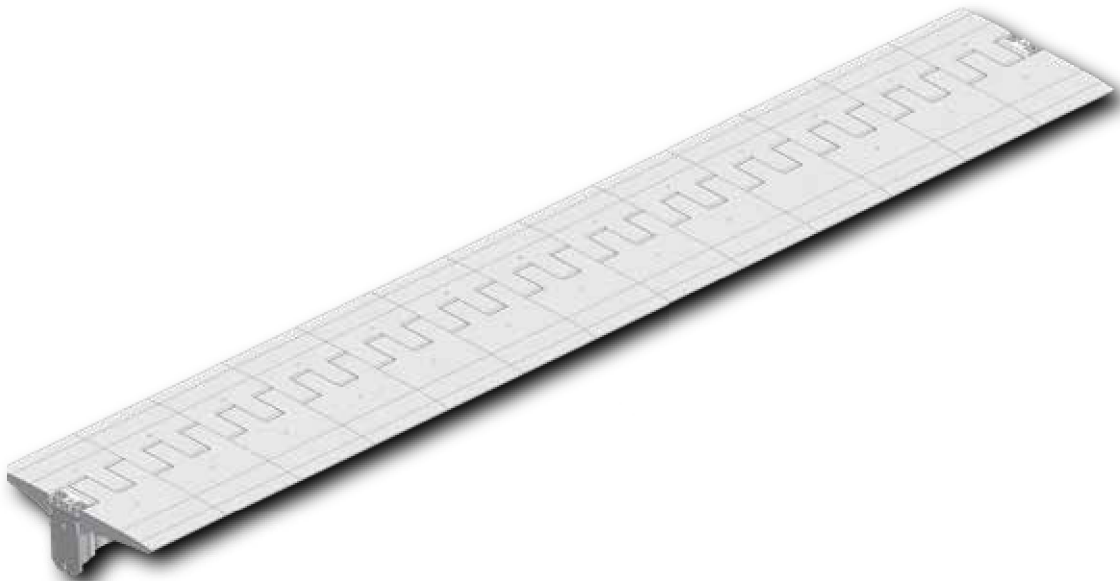


# Segmented Transfer Plate (STP)

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## Installation, Operation & Maintenance Manual

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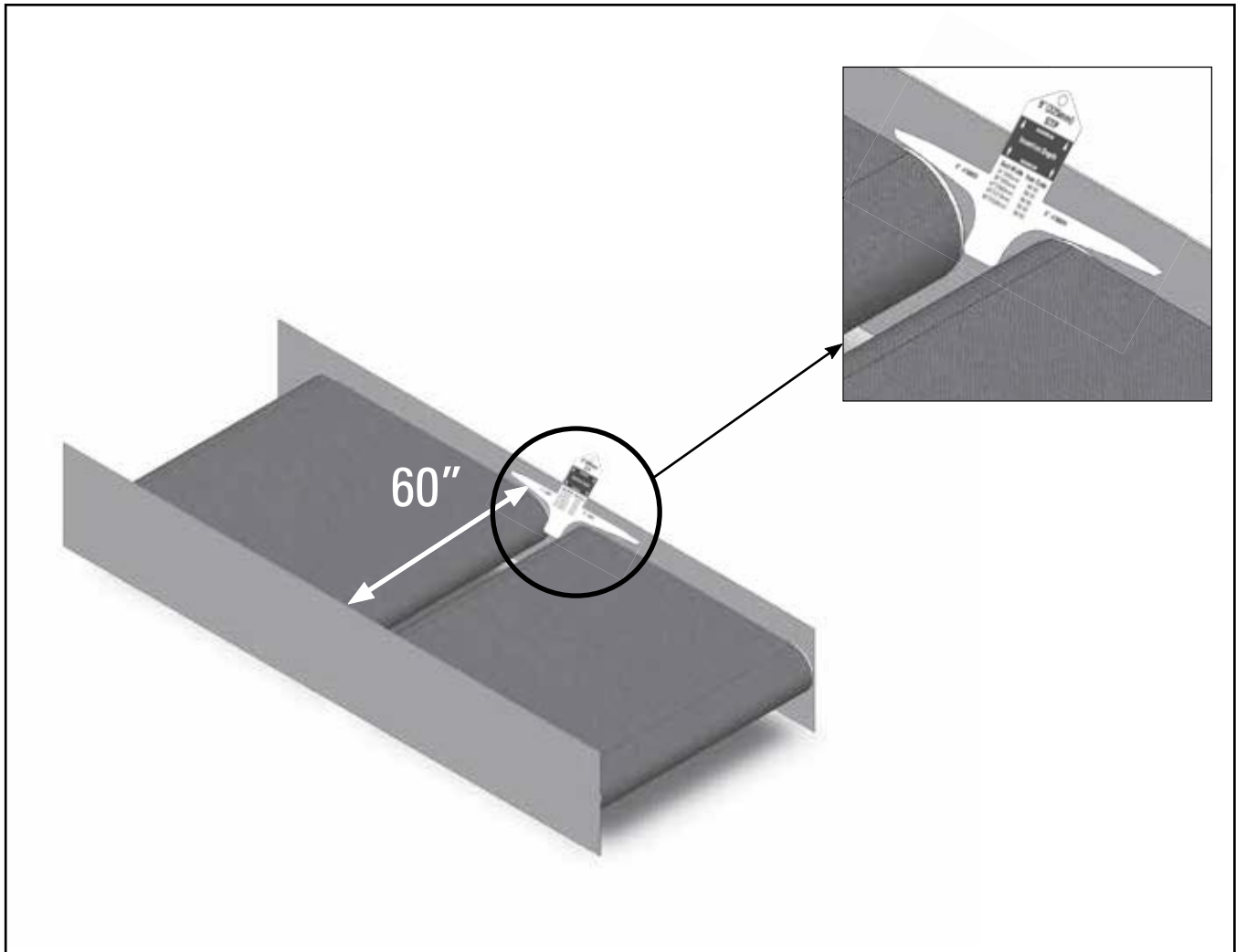


## Pre-installation Checks and Options

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**IMPORTANT NOTE:** In the event that the segment transfer plate requires an offset installation, make sure the short segment is installed upstream (towards the head pulley or against the direction of travel). The downstream plastic segment (long segment) should be installed towards the trailing pulley (direction of travel).

**Installation Hint:** Make sure that you have ample room for the Segmented Transfer Plate mounting bracket to be installed to the structure of the conveyor belt. Verify with the gauge key that the mounting bracket properly clears the rollers and is completely accessible for installation on the back structure.



# Installation Instructions - STP

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## Segmented Transfer Plate Installation Instructions

**CAUTION:** Segmented Transfer Plate Installation Instructions – it is the user's responsibility to take the steps necessary to properly select and install the product. If you have questions or need assistance please contact Flexco using the information provided on page 4 of this manual.

Now that the STP kit has been selected and the resting position of the transfer plate has been identified, proceed with the installation of the Segmented Transfer Plate.

In this case, use the welding method as our preferred installation.

### Tools Required

Welding method (preferred):

- Measurement gauge: Flexco part number 56668
- Tape Measure
- Straight edge
- 5/32" Allen Wrench
- Rubber Mallet
- Marking Pen or Chalk
- Hand Held Band Saw or Hack Saw
- Welder
- Welding Accessories
- Thread Locking Agent (Loctite or similar)

**DANGER: PHYSICALLY LOCK OUT AND TAG OUT THE CONVEYOR AT THE POWER SOURCE BEFORE YOU BEGIN THE INSTALLATION. FAILURE TO FOLLOW PROPER LOTO PROCEDURES COULD RESULT IN DEATH OR SERIOUS INJURY.**

### Pre-Installation

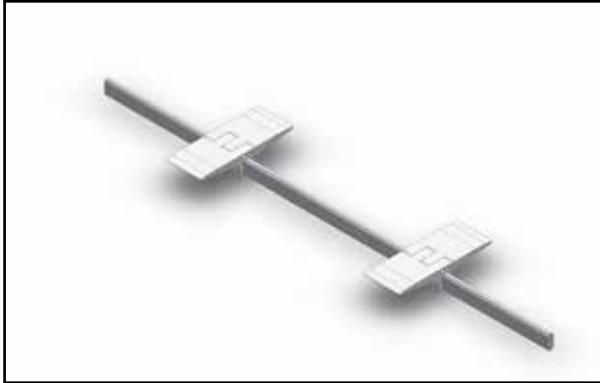
- Unpack the STP from the packaging
- Verify that the correct size STP has been ordered
- Verify that the correct components are included and in the right quantities
- In most cases you will have some extra center pieces that are necessary to guarantee correct fitment

# Installation Instructions - STP (cont.)

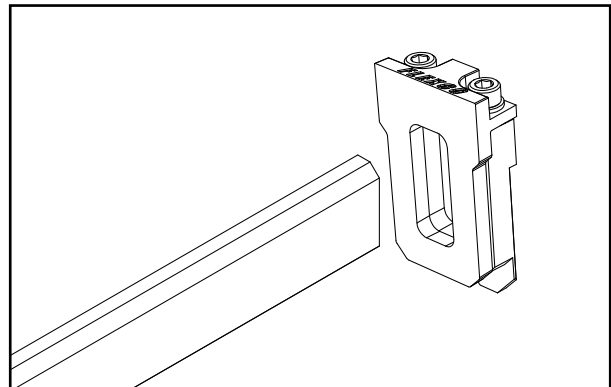
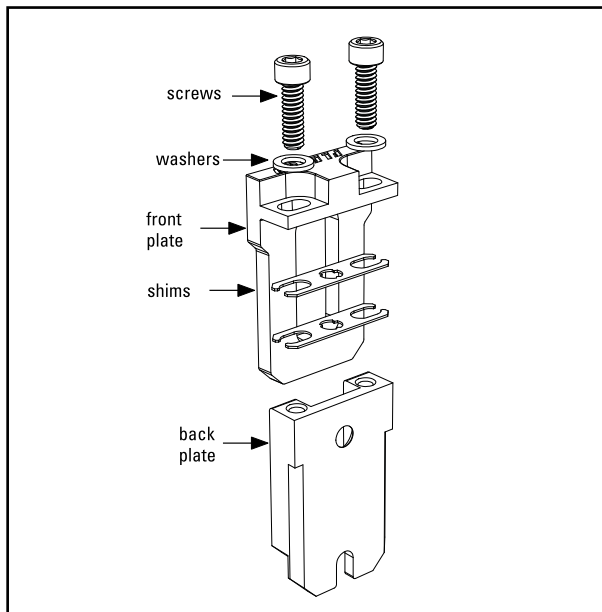
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## Installation Instructions

1. Cut the support bar 9 mm (3/8") less than the measured internal width of the structure. Deburr/file any sharp edges.



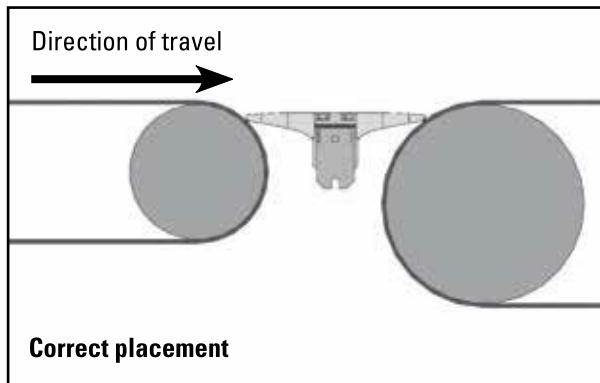
2. Slide one segment pair onto the bar from each end and position each approximately 1/4 of the total bar length from the end so that they do not rest on the top of the pulley crown or on the tapered section.



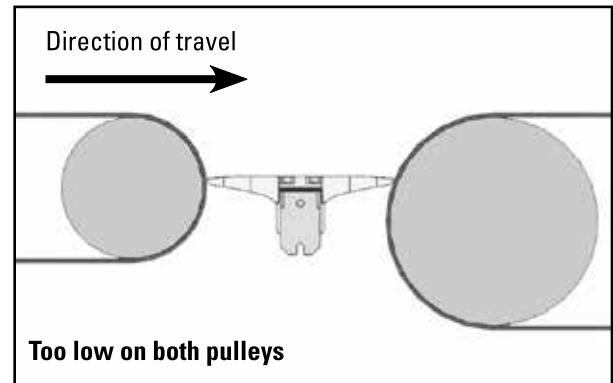
4. Slide one mounting bracket assembly onto each end of the bar. Ensure that the front plate is located in the center of the back plate slot to allow for maximum STP adjustment.
3. Stack two shims on top of back plate of each mounting bracket. Using socket head screws and washers, attach front plate to the back plate, ensuring that the shims are in place. Align the edges of the front and back plates so that the vertical edges are parallel. Tighten screws to compress shims, ensuring no interference with the pole end.

## Installation Instructions - STP (cont.)

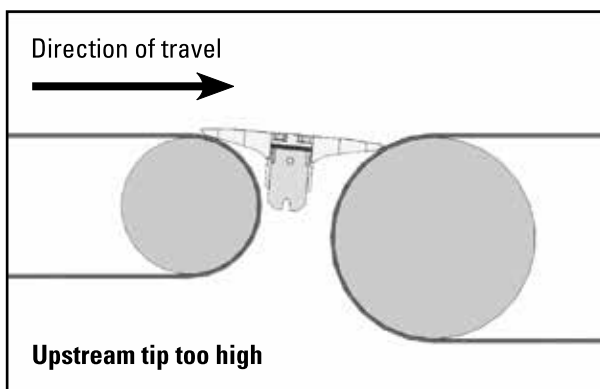
**WARNING:** Selecting an undersized or oversized Segmented Transfer Plate, or placing the STP in a position that is not the one recommended in this instruction manual, can result in nip hazard or damage the conveyor belt. The following configurations are examples of Segmented Transfer Plate installations.



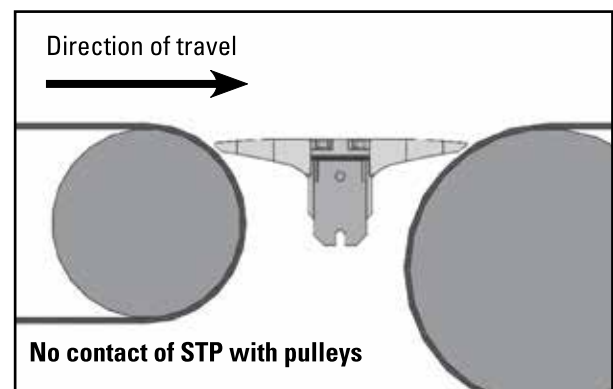
**Correct STP placement:** This is an example of a correct installation. The transfer plate is installed properly with adequate contact between the belt and the STP plastic segments.



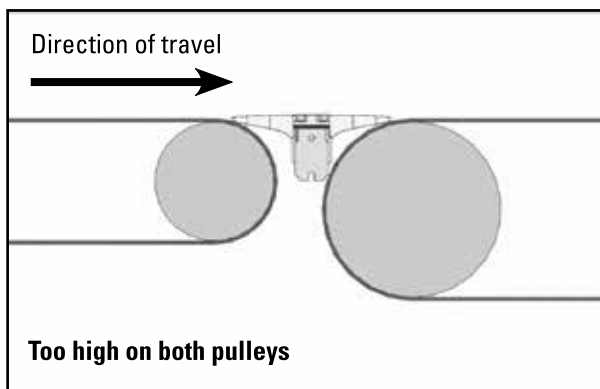
**WARNING:** This is an example of an incorrect installation. The transfer plate is installed below the correct placement position, it will cause the flow of material to choke between the conveyors.



**WARNING:** This is an example of an incorrect installation. The transfer plate is installed above the head pulley and tilted downstream, this will create interference with the flow of material between the conveyors.

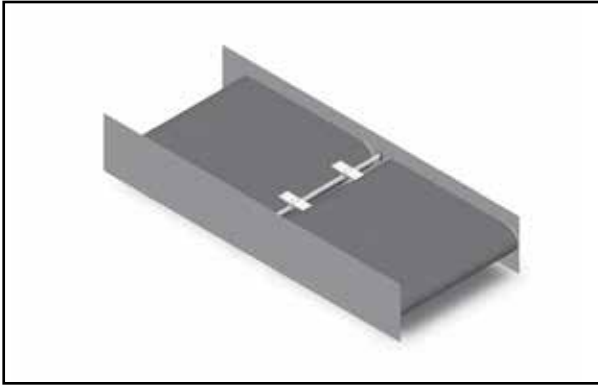


**WARNING:** This is an example of an incorrect installation. The transfer plate has no contact between the pulley and the plastic STP segments. Thin flat items and polybags will get caught in the gap and interfere with flow of material.

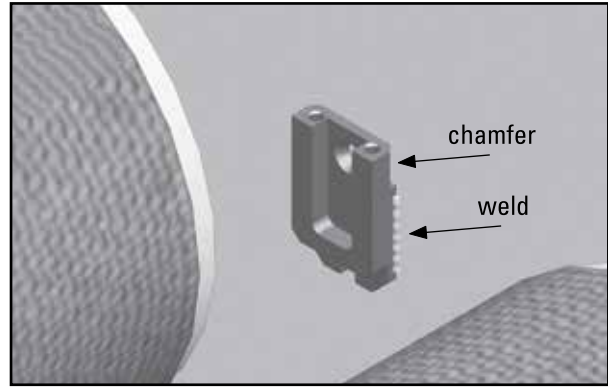


**WARNING:** This is an example of an incorrect installation. The transfer plate is installed above the correct placement, it will interfere with the flow of material.

## Installation Instructions - STP (cont.)



5. Position the support bar with segments and mounting brackets into the transfer gap. The resting position of the bar and the brackets should be similar to the one identified by the STP KEY location in SECTION 3. Ensure segments are not resting on top of the pulley crown or in the tapered section.



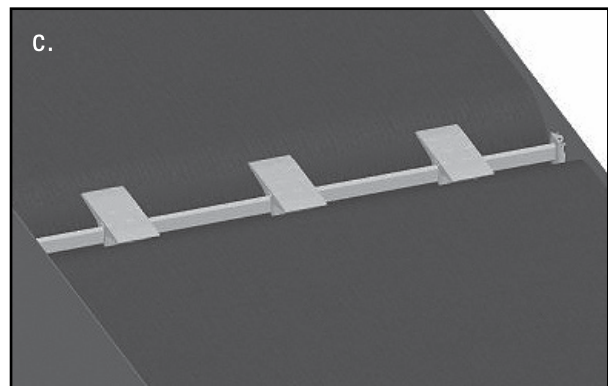
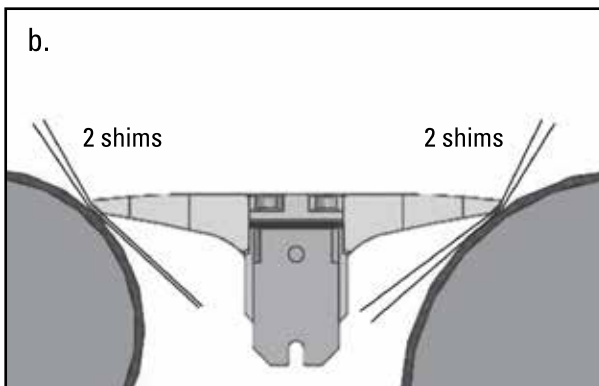
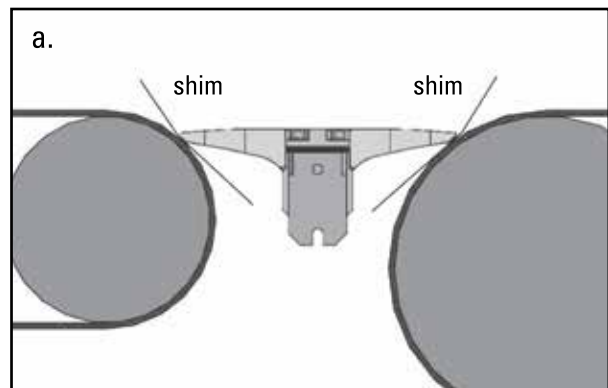
6. Welding instructions: With the assembly in place, tack weld the back plate onto the structure. Verify location after tack weld and adjust as needed.

**NOTE:** Do not weld on the chamfered portion of the back plate corner as a weld bead may interfere with end segment installation.

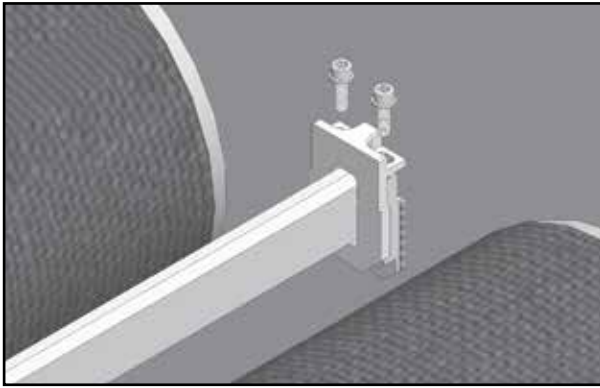
**IMPORTANT NOTE:** For installations where one or both of the belts have a profiled top cover, such as Longitudinal Rib (LR), Mini Rough Top (MRT), or Rough Top (RT) belting, the transfer assembly should be positioned with a 0.012" clearance (thickness of a business card) between the surface of the profiled belt and the under-side of the segment.

### Installation Hints:

- In order for the shims to stay in place, you can bend them so that they will stay put while you maneuver the assembly into place.
- On crowned pulleys, use two shims per side to compensate for the crowning and allow for proper fitment.
- For belts that are 48" wide or more, use a minimum of 3 segments in order to properly compensate for the belt crowning.

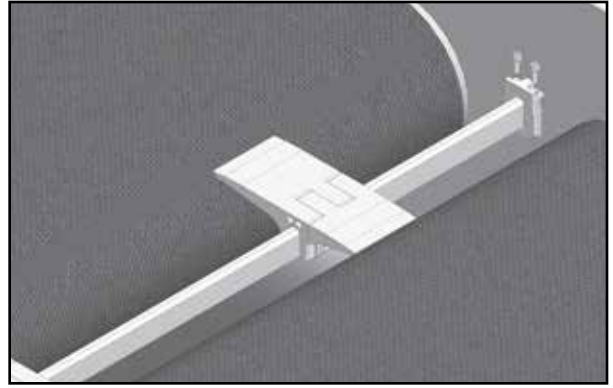


## Installation Instructions - STP (cont.)

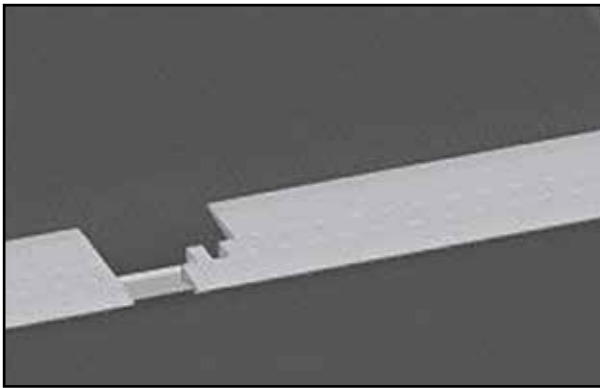


7. After verification that the tack weld has occurred, remove the socket head screws from the mounting brackets and lift the assembly with the front plates out of the transfer leaving only the back plates in place and finish welding the back plates with a 1" bead on two sides of the plate.

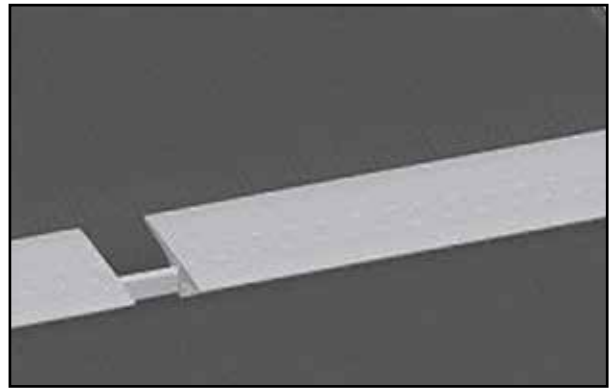
**NOTE:** Ensure that the shims are removed with the assembly taking care not to lose them.



8. Slide the front plates on the mounting bar and replace the shims on top of the back plate. Then set the transfer into position on the back plates. Tighten the two socket head screws at each mounting bracket to secure the system in place.

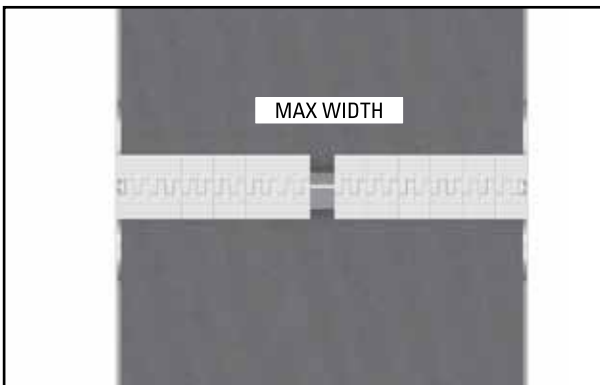


9. Install the remaining segments of the transfer plate, starting with the end segments.



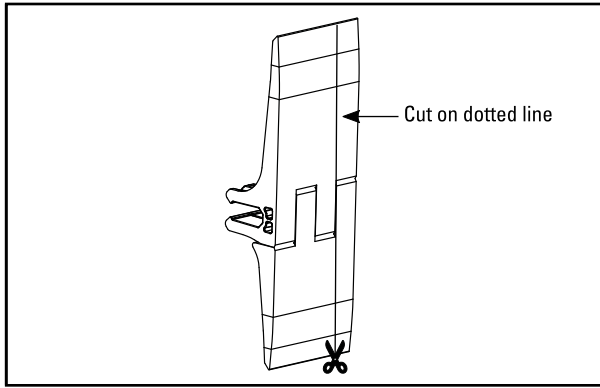
10. Install as many of the remaining segment pairs on the bar as will fit.

**IMPORTANT NOTE:** When segment pairs are made up of two different sized halves, it will be necessary to match the end segment length with the correct corresponding center segment. Use the STP Key as guidance, keeping in mind that the shorter segment will face upstream and the longer segment will face downstream.



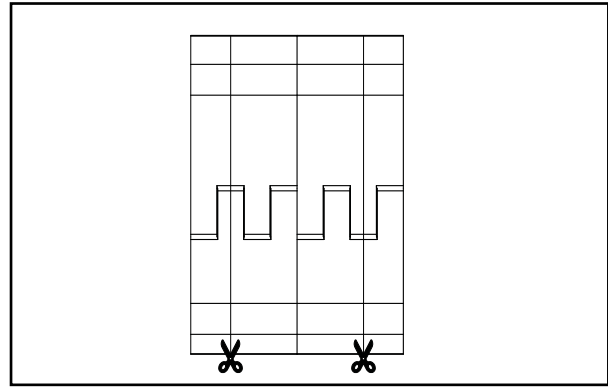
11. From the center of the bar, push the segment pairs toward the ends of the bar, ensuring that they are tightly butted against each other. Measure the gap that remains between the center-most segments to determine the size of the final segment set.

## Installation Instructions - STP (cont.)



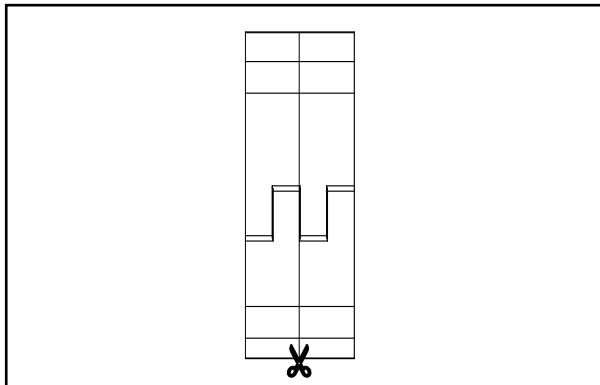
### IMPORTANT NOTE:

- If MAX WIDTH is greater than 38 mm (1.5"), use table saw, band saw, circular saw, or jigsaw to cut a final segment to 1.5-3 mm (1/16"-1/8") less than MAX WIDTH.



### IMPORTANT NOTE:

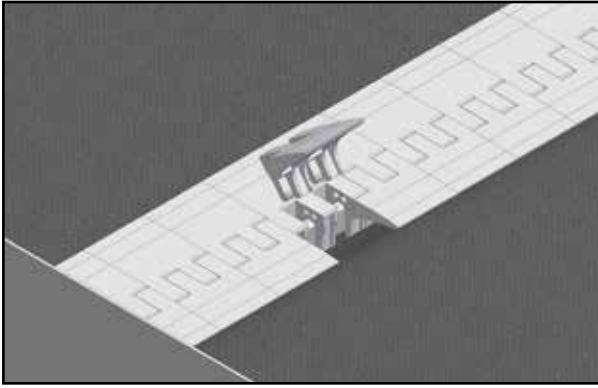
- If MAX WIDTH is less than 38 mm (1.5"):
  - a. Remove one additional segment adjacent to the gap.
  - b. Measure MAX WIDTH opening and divide by 2.  
(X / 2)
  - c. Using table saw, band saw, circular saw, or jigsaw to cut two final segment pairs 1.5-3 mm (1/16"-1/8") less than MAX.



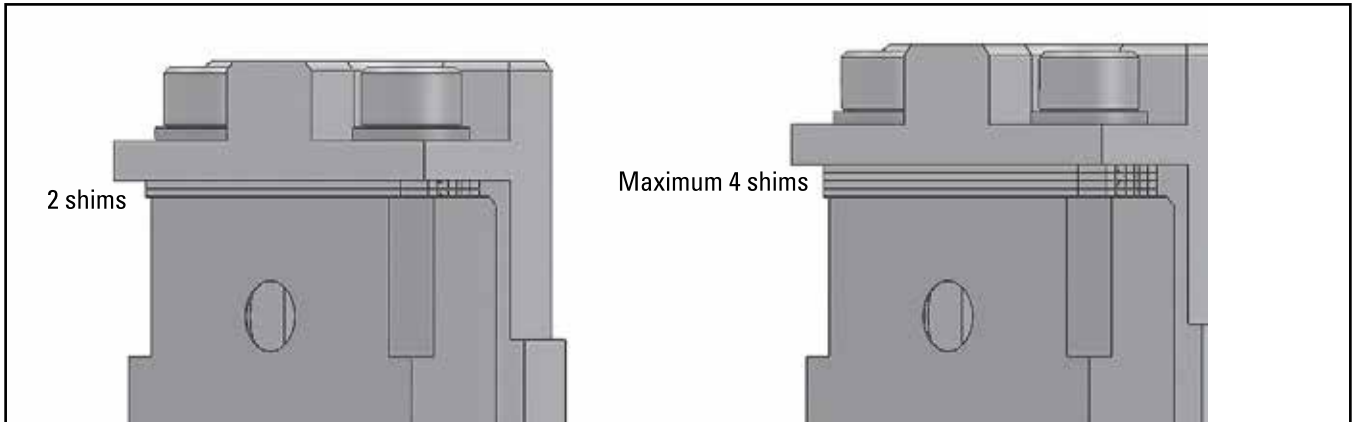
**CAUTION:** Do not trim more than half off a segment pair or 38 mm (1-1/2"). It is recommended to trim both segments of a segment pair while they are nested to ensure consistent segment.



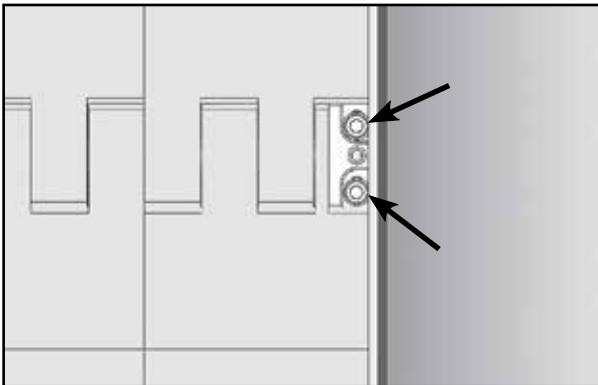
## Installation Instructions - STP (cont.)



12. Install the last (trimmed) segments into the remaining gap. If the support bar does not appear centered in the gap between pulleys, loosen the socket head screws and adjust the transfer. 3 mm (1/8th inch) total adjustment is available.



13. By adding or removing shims from the mounting brackets, the transfer can be adjusted up or down a total of 3 mm (1/8th inch). This should allow adequate adjustment for crowned pulleys or a belt with a profiled top cover.



14. Once all adjustments are made, secure the screws on both sides of Segmented Transfer Plate assembly with a thread locking agent.

# Pre-Operation Checklist and Testing

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## Pre-Op Checklist

- Recheck that all fasteners are tightened properly.
- Check the STP location on the belt.
- Be sure that all installation materials and tools have been removed from the belt and the conveyor area.

## Test Run the Conveyor

- Run the conveyor for at least 15 minutes and inspect the STP performance.
- If performance is inadequate, stop the belt and adjust the STP using steps 12-14 of installation instructions procedure.
- Return to step 5.1 if any adjustments have occurred.

**NOTE:** Observing the STP when the conveyor belt is running and performing properly will help detect problems in the future.

**Visit our website or contact your local distributor to learn more.**

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