

KI Process Standard

Document #:

Cell:

Station #/Model:

Sequence #:

Work Description:

Replace mechanism on Engage chair

1

Parts required

PC.15.4001 – qty 1
Pc.06.4006.XX – qty 1
PC.06.4007.XX – qty 1
PC.06.4009.XX – qty 1

2

Tools required

Pipe wrench or Vise Grips
Hammer
2 and #3 phillips screwdriver
Flat screwdriver

Power driver recommended

3



Place chair upside down on clean worksurface, such as corner of desk.

4



Using a pipe wrench or vise grip, place it on cylinder as above and twist to free cylinder. Remove base assembly and place aside.

5



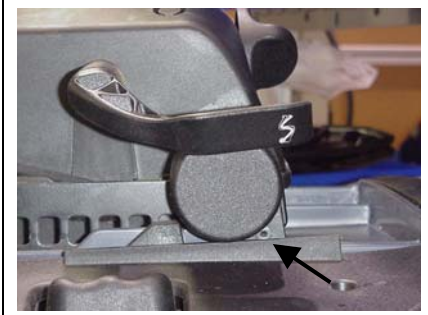
Adjust chair so back is at highest position and mechanism is at back of seat. Remove j-bar shrouds by compressing tabs, place aside.

6



Remove right and left spring caps shown above by removing...

7



bolt shown above. Rotate spring cap and slide off mechanism. Place parts aside.

8



If chair has arms: Remove the four bolts indicated above that attached the arms to mechanism and place parts aside.

9



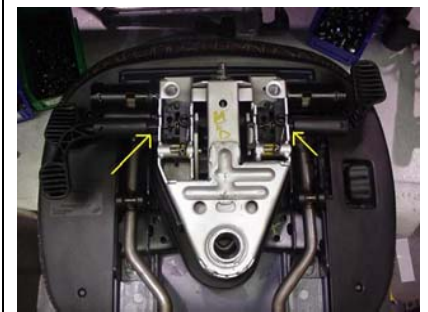
Remove tension knob from mechanism by pulling directly away from mechanism.

10



Remove lower mechanism shroud by lifting shroud

11



Remove right and left lateral covers from under handles. Cover position is shown above.

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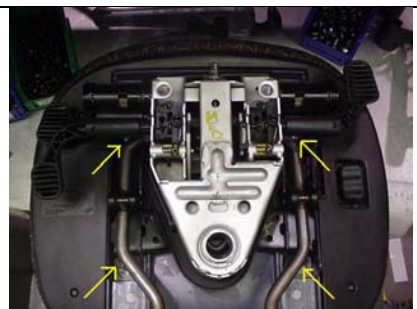
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12



Using a #3 phillips screwdriver, remove the four bolts that attach mechanism to seat board.

13



Using a flat screwdriver and hammer, remove the height adjustment handle from the mechanism, place aside.

14



Using a #3 phillips screwdriver, remove the four bolts that attach the j-bar to the mechanism. Hold back so it does not fall when removed.

15



Remove mechanism from chair and place on workstation. Remove upper mechanism cover and place aside.

16



Get new mechanism, PC.15.4001, and attach upper mechanism shroud removed in step 15.

17



Place mechanism onto seat. Attach mechanism using four bolts and plastic washers removed in step 12.

18



Loosely set lower mechanism shroud, removed in step 10, on top of mechanism as shown.

19



Position LH lateral cover, removed in step 11, under forward tilt rod.

20



Position RH lateral cover, removed in step 11, under opposite side of lower mechanism shroud and under height adjustment & back adjustment rods.

21



Snap the shroud in place over mechanism. **Ensure that the lateral tabs are positioned correctly so they are not loose.**

22



Snap the two spring covers, removed in step 7, onto mechanism.

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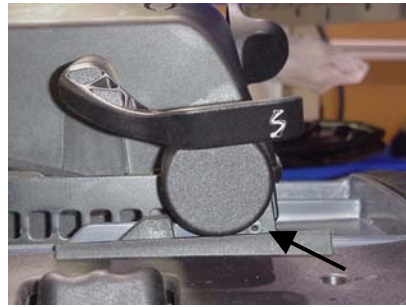
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23



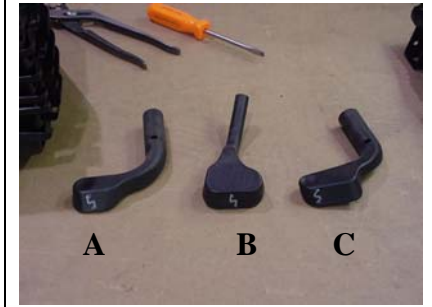
Align caps so holes in cap and mechanism align. Secure with screws.

24



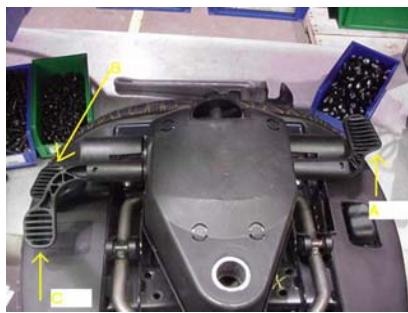
Attach tension knob, removed in step 9, to mechanism. Knob is a press fit onto mechanism.

25



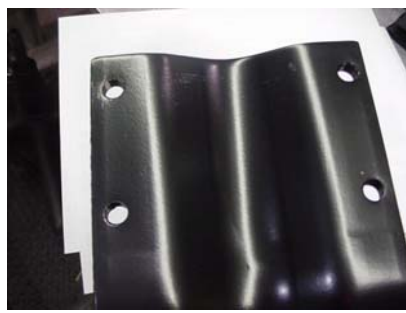
A – Back lock handle, PC.06.4009.XX
B – Height adjustment handle
C – Forward tilt handle, PC.06.4007.XX .

26



A – Back lock handle, PC.06.4009.XX
B – Height adjustment handle
C – Forward tilt handle, PC.06.4007.XX .

27



If J-bar has threaded holes, go to step 28. If j-bar has non-threaded holes, go to step 29.

28



Attach j-bar using bolts, 12.4004, removed in step 14. Go to step 31.

29



Locate bolts, part 12.5075, and jam nuts, V.15.1200.W.

30



Place j-bar under mechanism attachment plate. Place bolt down through parts and place nut on under side of j-bar. Tighten bolts.

31



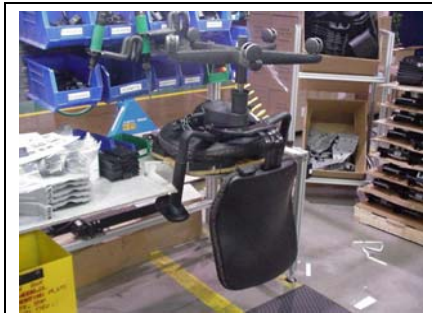
Get j-bar shrouds removed in step 5 and reassemble to chair.

32



Get arms and bolts removed in step 8 and reattach to mechanism.

33



Get base assembly removed in step 4 and place into mechanism. Remove chair from workstation and place on floor. Sit in chair to seat cylinder.