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Ceilometer Packing Procedures

I. Purpose:

This document describes the steps necessary for packing the ceilometer.

II. Cautions and Hazards:

None.

III. Requirements:

- Packing supplies.
- Screwdriver.
- Two (2) people.

IV. Procedure:

A. Steps:

1. Open Ceilometer.
2. Turn off Blower Power, Main Power, and Battery switches.
3. Unplug Power Cable from power in the instrument van.
4. Unplug data cable from null modem and RS422 converter.
5. Unplug power and data cables from the ceilometer.
6. Wrap up 50 ft. power and data cables so that they can be tested for continuity before reinstallation.
7. Open blue hatch used for cleaning the ceilometer window.
8. Unscrew large blue plastic covered screws holding ceilometer cover to the measurement unit.
9. Remove cover and place on a soft surface, two people are required.
10. Remove bolts from rotating flange holding the measurement unit to the ceilometer stand and remove the measurement unit.
11. Place the measurement unit on a soft surface.
12. Remove the bolts securing the stand to the concrete pad.
13. Put the measurement unit and desiccant bags in a sealed bag to avoid moisture during shipping.

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14. Pack the following items in a single or separate shipping containers. If packed together, completely surround the measurement unit with packing material:
- The measurement unit.
 - The measurement unit cover (pack it to prevent crushing).
 - The ceilometer stand.
 - The box containing the RS232 to RS422 converter.
 - The two 50 ft. power and data cables.
 - Hardware for mounting four bolts on a cement pad.
 - A sealed envelope containing the instrument manual and this document, the two keys to open the instrument, and the maintenance cable.
 - The psion 3a maintenance terminal (seal in a bag with a desiccant bag and surround with packing material).
 - Separately pack the data terminal computer, the null modem, and the RS422 to RS232 converter. (Wrap these separately in sealed bags with desiccant bags and wrap each in packing material).
 - Separately pack any spare parts for the ceilometer purchased before shipment (see Spare Parts recommendations).
 - Label the box or boxes with CEILOMETER and the contents.

V. References:

1. Porch, Bill. Manual Translation, August 16, 1995.

VI. Attachments:

1. None.