

Installation, Operation and Maintenance Manual

Ceiling Diffuser

Installation, Operation and Maintenance Manual

Please read and save these instructions for future reference. Read carefully before attempting to assemble, install, operate or maintain the product described. Protect yourself and others by observing all safety information. Failure to comply with these instructions will result in voiding of the product warranty and may result in personal injury and/or property damage.

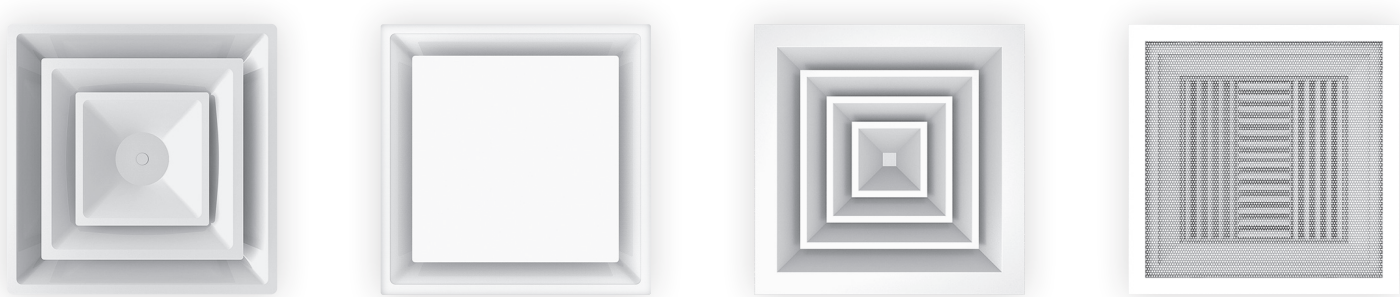


Table of Contents

Getting Started. 2

Installation:
Lay-in (-6 Border) Installation 3

Baffle Installation for Cone Diffusers
(CDS and CDS-4C models only) 4

Blank-Off Installation for Plaque Diffusers
(CDP model only) 5

Maintenance:
General Maintenance 6

Getting Started/Model Nomenclature

- Before starting, inspect all shipping boxes for visible damage. If any visible damage is found, note it on the BOL and contact your local Greenheck Representative.
 - If you decide to keep the shipment, take all diffusers out of the shipping boxes and inspect for any manufacturing flaws or hidden damage. If anything is found, contact your local Greenheck Representative.

Installation Instructions for Lay-In Diffusers (-6 Border)

This section applies to all Greenheck diffuser models that are available in a -6 Lay-In Border Frame style.

- A. Locate the lay-in location in which the diffuser will be installed. This could be a plaster frame used in a hard surface ceiling, or a standard T-Bar grid system.
- B. Turn the diffuser on its side and push it up through the opening diagonally. Take care not to impact any side of the diffuser to avoid scratching or damaging the diffuser – see Figure 1.
- C. Once the diffuser is above the ceiling opening, lay the product into the plaster frame or T-Bar grid – see Figure 2.
- D. Attach ductwork to the neck of the diffuser if using flexible duct. This can be done from an adjacent ceiling grid if T-Bar application is used – see Figure 3.



Figure 1 (Step B)



Figure 2 (Step C)



Figure 3 (Step D)

Baffle Installation for Cone Diffusers

This section applies to the accessory installation of baffles for Greenheck models CDS and CDS-4C only. Baffles are used to block air from being distributed through one side of a diffuser. Multiple baffles can be used on the same diffuser to reach the desired direction of airflow.

- A. Place the diffuser face up on a flat surface. Locate the plastic latches on each leg of the inner core. Twist the latches and remove the core from the backpan – see Figure 4.



Figure 4 (Step A) – CDS Shown, CDS-4C Similar

- B. Place the core with legs facing upwards. Locate the baffle and S-clips provided with the baffles. Install the S-clips onto the baffle – see Figure 5.

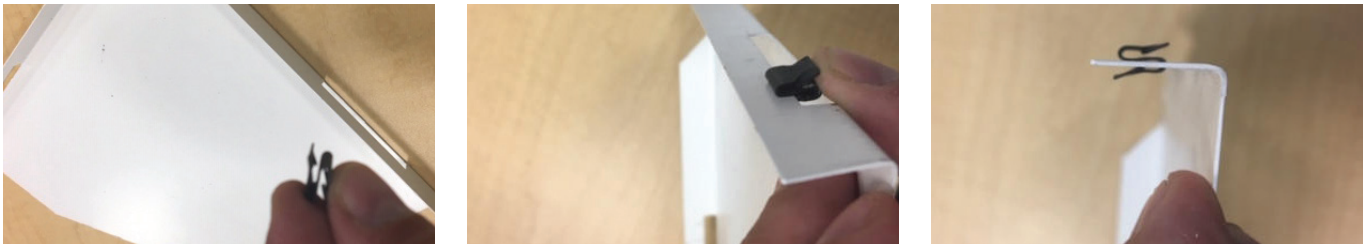


Figure 5 (Step B)

- C. Once both S-clips have been installed onto the baffle, install the baffle onto the inner core of the diffuser by sliding the S-clips on each leg – see Figure 6.



Figure 6 (Step C)

- D. After installing the baffle on the core, reinstall the inner core onto the diffuser by hooking the legs into the diffuser backpan and securing each latch – see Figure 7.



Figure 7 (Step D)

Blank-Off Installation for Plaque Diffusers

This section applies to the accessory installation of a Blank-Off for Greenheck model CDP only. Blank-Offs are used to block air from being distributed through one side of a plaque diffuser. Multiple Blank-Offs can be used on the same diffuser to reach the desired direction of airflow.

- A. Place the diffuser face up on a flat surface. Locate the plastic latches on each leg of the inner plaque face. Twist the latches and remove the plaque face from the backpan – see Figure 8.



Figure 8 (Step A)

- B. Place the plaque face with legs facing upwards. Locate the Blank-Off and two S-clips provided with the Blank-Off. Install the S-clips onto the Blank-Off – see Figure 9.



Figure 9 (Step B)

- C. Once both S-clips have been installed onto the Blank-Off, install the Blank-Off onto the plaque face of the diffuser by sliding the S-clips on each leg – see Figure 10.

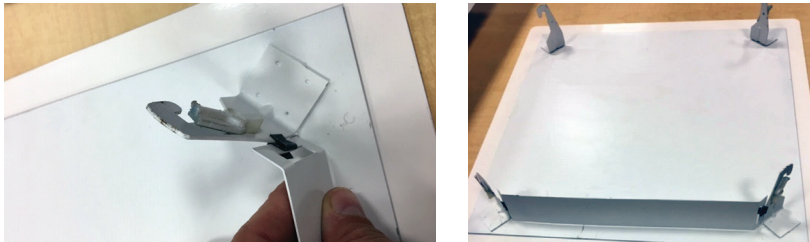


Figure 10 (Step C)

- D. After installing the Blank-Off on the core, reinstall the plaque face onto the diffuser by hooking the legs into the diffuser backpan and securing each latch – see Figure 11.



Figure 11 (Step D)

General Maintenance

Diffusers are basically maintenance free. Most Greenheck diffuser models have removable faces to allow for cleaning of dust buildup within the duct or on the internal damper when included. The face of most diffusers can be cleaned with water and mild detergent if dirt and dust begin to build up.

Our Commitment

As a result of our commitment to continuous improvement, Greenheck reserves the right to change specifications without notice.

Product warranties can be found online at [Greenheck.com](https://www.greenheck.com), either on the specific product page or in the literature section of the website at [Greenheck.com/Resources/Library/Literature](https://www.greenheck.com/Resources/Library/Literature).

