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# HSM®



## HSM 108.2

**BETRIEBSANLEITUNG**  
AKTENVERNICHTER

**OPERATING INSTRUCTIONS**  
PAPER SHREDDER

**NOTICE D'UTILISATION**  
DESTRUCTEUR DE DOCUMENTS

**MANUALE OPERATIVO**  
DISTRUGGIDOCUMENTI

**INSTRUCCIONES DE SERVICIO**  
DESTRUCTORA DE DOCUMENTOS

**INSTRUÇÕES DE OPERAÇÃO**  
DESTRUIDORA DE DOCUMENTOS

**GEBRUIKSAANWIJZING**  
PAPIERVERNIETIGER

**BRUGSVEJLEDNING**  
MAKULERINGSMASKINE

**BRUKSANVISNING**  
DOKUMENTFÖRSTÖRARE

**KÄYTTÖOHJE**  
PAPERINSILPPURI



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## 1. Proper use, warranty

The shredder is designed exclusively for destroying paper.

Depending on the cutting type, it can also handle small quantities of the following materials:

Credit and charge cards:

3.9 / 5.8 / 3.9 x 30 mm

Its sturdy drive mechanism is not damaged by paper clips and staples.

We provide a warranty for the device in accordance with our general sales and delivery terms. This warranty excludes wear, damage due to improper handling, natural depreciation, and actions taken by third parties.

## 2. Machine components



- 1 Warning advice
- 2 LEDs
- 3 Rocker switch
- 4 Cover
- 5 Name plate
- 6 Caution label
- 7 Bottom frame
- 8 Door
- 9 Paper feed opening

## 3. Safety instructions

- Read all instructions before start-up of the paper shredder. Save these instructions for later use.
- Follow all warnings and instructions marked on the product!
- Make sure no liquid is spilled on or in the paper shredder.
- If the shredder is damaged or does not function properly, switch the device off, pull out the mains plug and inform our service engineers.
- Keep paper shredder out of the reach of children.
- This shredder should be operated only with an operator in attendance.



### ***Risk of injury!***

Do not reach into the paper feed slot.



### ***Risk of injury from slivers!***

Wear protective goggles when destroying hard credit cards.



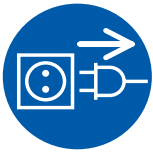
### ***Risk of injury by pulling in!***

Keep long hair, loose articles of clothing, ties, scarves, jewellery etc. away from feed opening. Material with the tendency to form loops, e.g. tapes, strap-ping material, etc. must not be shredded.

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Before changing the location, cleaning or anything else other than normal operation **turn off and unplug the paper shredder!**



Maintenance and service work may be performed only by:

- HSM customer service
- specially trained staff (e.g. qualified electricians)
- service technicians from our contracting partners

## 4. Scope of delivery

- Paper shredder, ready for connection, in carton packing
- 5 Bags for shredded material
- Special cutting block oil 50 ml (cross cut)
- Operating instructions

### Accessories:

- Bag for shredded material, order No.: 1.661.995.050
- Special cutting block oil 250 ml, order No.: 1.235.997.401

## 5. Installation

- This paper shredder should never be placed near or over a radiator or heat source.
- The ventilation slots must not be blocked or covered and they must be at a distance of at least 10 cm away from walls or furniture.
- Make sure the mains plug is easily accessible.
- Before plugging in the mains plug, check that the voltage and frequency of your local mains supply correspond to those stated on the type plate.

## 6. Putting into operation

### Switching the paper shredder on



- Press rocker switch pos. 1.
- Rocker switch locks in.
- Green LED lights.
- Paper shredder is ready for operation (standby).

### Feed paper



- See „Technical data“ for sheet capacity.
- The shredding process is started by a photo-cell in the paper feeding opening.
- When the paper feeding opening is free again, the cutting system automatically switches off after approx. 3 sec. and returns to standby.

### Switching paper shredder off



- Tap rocker switch pos. 2.
- Rocker switch resets to zero position.

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## 7. Troubleshooting

### Paper jam

You have fed in too much paper.



*Caution!*  
Do **not** press rocker switch alternately forwards/backwards (pos. 1 / pos. 2):  
Cutting unit can be damaged.



- Press and hold down rocker switch pos. 2.
- Paper is pushed out.



- Separate paper stack.
- Press rocker switch pos. 1.
- Feed paper successively.

### Cut material container full



- Red LED on control panel lights.
- Paper shredder switches off



*Empty the cut material container, because if it is too full, malfunctions can occur in the cutting system*



- Tap rocker switch pos. 2.
- Remove full shredded material bag and insert new bag.

### Door contact interrupted



- Red LED on control panel lights.
- Paper shredder switches off.
- Check whether front door is closed properly.

If other faults occur, please check the following before calling our customer service:

- Is mains plug inserted?
- Is rocker switch turned on?
- Is the motor overloaded?  
allow motor to cool down for 15 - 20 min.

## 8. Maintenance and care

### Cleaning:

- Switch off the shredder, pull out the mains plug.
- When cleaning only use a soft cloth and a mild soap-water solution. Never use scouring agents, cleaning fluid, petroleum or thinners.

### When the cutting capacity drops or the noise increases (Cross cut):



- Switch paper shredder off:  
Tap rocker switch pos. 2.
- Spray special cutting block oil through paper feed opening across the whole width of the cutting system blades.





- Run cutting system backwards (pos. 2) without feeding paper.
- Paper dust and particles are shaken off.

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## 9. Technical Data

Cutting type	 Strip cut		 Cross cut		
	Shred size (mm)	5.8	3.9	3.9 x 30	1.9 x 15
Safety rating DIN 32757 – 1	2	2	3	4	
Cutting capacity (sheets), DIN A4	70 g/m <sup>2</sup>	22 - 24	16 - 18	12 - 14	9 - 11
	80 g/m <sup>2</sup>	17 - 19	13 - 15	9 - 11	7 - 9
Cutting speed	80 mm/s		90 mm/s		
Weight	19 kg		20 kg		
Noise level (Idle running/ load)	53 dB(A) / 59 - 63 dB(A)				
Loading width	240 mm				
Voltage	230 V, 50 Hz 100 V, 50/60 Hz – 115 V, 60 Hz				
Power for the maximum number of sheets	440 W				
Dimensions W x D x H (mm)	401 x 272 x 727				
Volume of shredded material bag	48 l				

Technical and optical modifications reserved.

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## Declaration of Conformity

Machinery directive 98 / 37 / EG

EMC directive 89 / 336 / EWG

Low voltage directive 73 / 23 / EWG

The manufacturer **HSM Pressen GmbH + Co. KG**, Bahnhofstraße 115, D-88682 Salemdeclares herewith, that the paper shredders **HSM 108.2** correspond with the aboved mentioned EC Machine Directive including all relevant modifications.

Applied standards and technical specifications:

- EN 55014-1:2000 + A1:2001 + A2:2002
- EN 55014-2:1997 + A1:2001
- EN 61000-3-2:2000
- EN 61000-3-3:1995 + A1:2001
- EN 61000-4-2:1995 + A1:1998 + A2:2001
- EN 294:1992
- EN 61000-4-4:1995 + A1:2001 + A2:2001
- EN 61000-4-5:1995 + A1:2001
- EN 61000-4-6:1996 + A1:2001
- EN 61000-4-11:1994 + A1:2001
- EN 60950-1:2001

Salem, 01.07.2003

Rolf Gasteier - Technical Director

Machine type inspection for compliance with the requirements of the EC Machine Directive was carried out by the „Administration“/Inspection Authority Committee of Experts, Subject Area „Office Machines and Devices“, on the premises of the Verwaltungs-Berufsgenossenschaft, Deelbögenkamp 4, D-22297 Hamburg. This inspection authority is the authority responsible in accordance with Annex V of the EC Machine Directive.