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# HSM



**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

## HSM 390.2



1.365.999.103 – 0510

## HSM 390.2

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# HSM

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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:

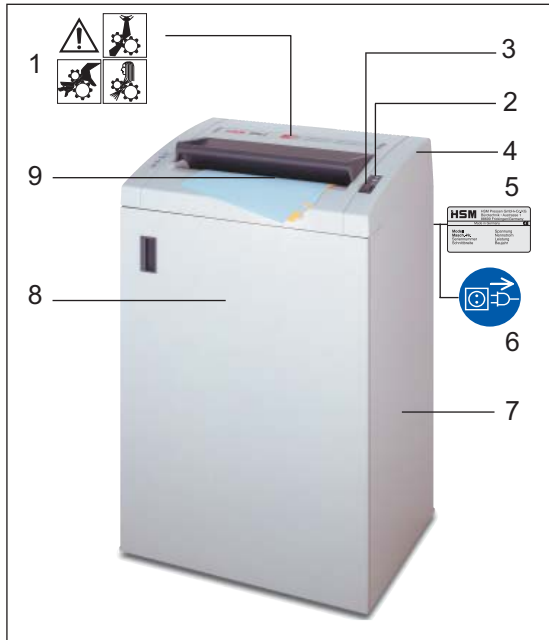
3.9 / 5.8 / 1.9x15 / 3.9x40 mm only

CDs: 3.9 / 5.8 / 3.9x40 mm only

Its sturdy drive mechanism is not damaged by paper clips and staples. Only on machines with safety level HS Level 6 (1 x 5 mm) can the paper not contain staples or paper clips.

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.



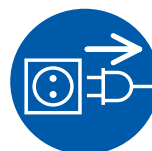
### **Risk of injury from slivers!**

Wear protective goggles when destroying CDs and 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, strapping material, etc. must not be shredded.



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

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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. 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.



### Before start-up:

Undo the wing screws securing the unit during transportation.

## 5. 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.

## 6. Scope of delivery

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

### Accessories:

- Tray for continuous shredding of computer listings, order No.: 1.442.050.051
- Bag for shredded material, order No.: 1.442.995.000
- Special cutting block oil 250 ml, order No.: 1.235.997.401

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## 7. Troubleshooting

### Paper jam

**You have fed in too much paper.**



- Red LED on control panel lights.
- The cutting device runs in reverse for approx. 2 seconds automatically.
- Paper is pushed out.

*Caution!*



*Do **not** press rocker switch alternately forwards/backwards (pos. 1 / pos. 2):*

*Cutting unit can be damaged.*

#### • Devices with strip cut

If the paper is too low and cannot be taken out:

Activate the rocker switch - pos. 2 **several times briefly.**



#### • Devices with particle cut

Pull out the paper from the paper feed opening. Light barrier must be free of obstacles.

- 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:

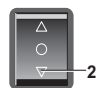
- Is mains plug inserted?
- Is rocker switch turned on?
- Is the motor overloaded?  
allow motor to cool down for 15 - 20 min.

## 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:



- 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	3.9x40	1.9x15	0.78x11	1x5	
Safety rating DIN 32757 – 1	2	2	3	4	5	Level 6*	
Cutting capacity (sheets), DIN A4	70 g/m <sup>2</sup>	40 - 42	31 - 33	25 - 27	17 - 19	10 - 11	7 - 8
	80 g/m <sup>2</sup>	33 - 35	25 - 27	20 - 22	13 - 15	7 - 9	6 - 7
Weight	51 kg		56 kg		60 kg		
Noise level (Idle running/ load)	60 dB(A)/60-70 dB(A)		60 dB(A) / 70 - 80 dB(A)				
Cutting speed	126 mm/s		135 mm/s				
Loading width	400 mm						
Voltage	230 V, 50 Hz 100 V, 50/60 Hz – 115 V, 60 Hz						
Power for the maximum number of sheets	1400 W						
Dimensions W x D x H (mm)	595 x 470 x 908						
Volume of shredded material bag	148 l						

\* HSM-specification  
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 Salem declares herewith, that the paper shredders **HSM 390.2** aboved mentioned correspond with the 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, 01.04.2005



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.