

# Installation Instructions

## Optra Ceiling Panels

### 1. GENERAL

#### 1.1 Product Description

OPTRA Ceiling Panels referenced in these instructions are made from Glass Wool substrate. Optra Panels are designed to be installed in a PeakForm or Blue Tongue Suspended Grid System. All panels can be removed and re-installed without tools or special equipment. Optra Panels are available in a range of standard sizes, but typically 1200x600mm (Nom) and 15 or 20mm thickness.

#### 1.2 Surface Finish

The face of the Optra Ceiling Panels feature a painted durable, acoustically transparent scrim on the face and veil on the back surface. The edges are paint sealed, with colour to match the face.

### 2. SITE CONDITIONS

It is the responsibility of the ceiling contractor to ensure that materials delivered to the installation site are safeguarded from the time of purchase until the finished ceiling is handed over. However, it is usually the main contractor who is responsible for the conditions on site and so both parties must be aware of the requirements of suspended ceilings for flat, dry, clean and safe storage conditions

Building areas to receive ceilings shall be free of construction dust and debris. These products are not recommended for exterior applications or where standing water is present or where moisture will come in direct contact with the ceiling.

All cartons may be stacked on suitable pallets and secured with shrink-wrapping for transportation but when on the installation site they should never be stacked higher than when originally delivered to the site. Consideration should be given to the advice of the OH&S Representative regarding the manual handling of heavy cartons. An assessment should be made of any associated risks and if necessary mechanical lifting equipment should be used.

### 3. STORAGE AND HANDLING

Packaging of Optra panels is designed to withstand careful site handling. However, poor or rough handling, rolling or dropping of cartons on their corners or edges may cause damage to the product or the product to deteriorate, irrespective of the material.

The Panels shall be stored in a dry interior location and shall remain in their original cartons prior to installation to avoid

damage. The cartons shall be stored in a flat, horizontal position, and without any other heavy objects on top of them.

The Panels should not be removed from the carton until the suspension system is installed. Proper care should be taken when handling to avoid damage and soiling. White cotton or latex gloves are recommended for handling.

### 4. WORKING WITH GLASSWOOL AND MINERAL FIBER PRODUCTS

#### 4.1 Precautionary Measures

During the installation be certain that the work site is well ventilated and avoid breathing dust. If high dust levels are anticipated during installation such as with the use of power tools, use appropriate NIOSH designated dust respirator. All power cutting tools must be equipped with dust collectors.

Avoid contact with skin or eyes. Wear long-sleeved, loose-fitting clothes, gloves and eye protection.

#### 4.2 First Aid Measures

If contact occurs flush eyes and skin irritation with plenty of water for at least 15 minutes and remove contaminated clothing. After installing material, wash with warm water and mild soap. Wash work clothes separately from other clothing. Rinse washer thoroughly. Refer to Armstrong MSDS (which includes information on established occupational exposure limits) which are available from Armstrong or your employer.

### 5. INSTALLATION CONDITIONS

Optra panels cannot be used in exterior applications, where standing water is present, or where moisture will come in direct contact with the panels.

Armstrong recommend during installation that the relative humidity (RH %) should not exceed 95%, within a 0-49°C temperature range.

### 6. INSTALLATION

Cartons should be opened carefully to ensure that tiles can be removed without damaging the edges of the tiles. It is recommended that tiles are cut with a sharp knife. Unnecessary breakage of tiles should be avoided. Care is necessary when handling and installing tiles, to prevent finger marking of the surface from soiled or greasy hands, and where appropriate, clean cotton gloves should be worn.

**Note:** The acoustical panels shall not support any other material as this may effect dimensional stability.

## 7. AFTER COMPLETION

Once a building is handed over to the client, it is not always occupied at once. In this situation heating and ventilation may sometimes be decreased or switched off to save energy costs. In these circumstances, conditions above and below the ceiling should be equalised and it may be necessary to temporarily remove tiles to facilitate this. Attention must also be paid to ensuring that the internal conditions are not allowed to exceed those that the ceiling tiles are designed to withstand. Heat build up due to solar gain may need dispersing by ventilation to reduce the risk of condensation occurring as the temperature falls. The effect of insulation in the ceiling space or in a roof construction also needs consideration and sufficient ventilation may be required to prevent surface condensation and a vapour control barrier to control the effects of surface or interstitial condensation.

## 8. MAINTENANCE AND CLEANING

Maintenance on suspended ceilings should only take place after the effect of the work on the technical characteristics of the installation has been fully considered. If in doubt, please consult your nearest Armstrong Ceiling Systems Division sales office. The specialists there will help you in assessing your projected maintenance operation and offer advice on future performance of the existing ceiling after it has been carried out. Ceiling tiles should require no more maintenance than a painted plasterboard ceiling, however, when maintenance is necessary, certain procedures should be followed to ensure that the performance and appearance of the ceiling is maintained.

Minor damage to tiles can be repaired using commercially available touch-up paint, although due to natural aging of the installation an exact colour match may not be possible.

Similarly when replacing tiles, new material is likely to introduce colour variation. This effect can be substantially reduced by redecoration of the entire ceiling, or by replacing all tiles in a particular area and using the re-usable existing tiles for refurbishment elsewhere.

## 9. PENETRATIONS, CUTTING AND FINISHING

Optra Panels can be field cut for penetrations.

1. Measure the Panel penetration to the correct size required
2. Mark the Panel at the cutting location with a pencil
3. Cut through the Panel with a fine tooth saw or sharp knife
4. Apply Bond Crete to seal the exposed cut ends of the Panel and allow to dry
5. If required it may need a light sand with a fine sandpaper to remove an exposed fibres
6. Apply touch up paint to the newly cut and sealed Panel ends

## 10. CLEANING

Ceiling tiles should first have any surface dust removed using a soft brush or with a vacuum cleaner. Vacuum cleaner attachments such as those designed for upholstery do the best job. Pencil marks, smudges etc. may be removed with an ordinary gum eraser. Alternatively, a moist cloth or sponge dampened in water containing a mild soap or diluted detergent can be used. The sponge should contain as little water as possible and the ceiling must not be made wet. The process should be repeated again in a similar manner with a damp sponge but with clean water only to remove any residual soap or detergent. No abrasive cleaners should be used.

# MORE INFORMATION

For complete technical information, detail drawings, CAD design assistance, installation information and many other technical services, call your local Armstrong Ceilings representative.

For the latest product selection and specification data, visit [armstrongceilings.com.au](http://armstrongceilings.com.au)

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