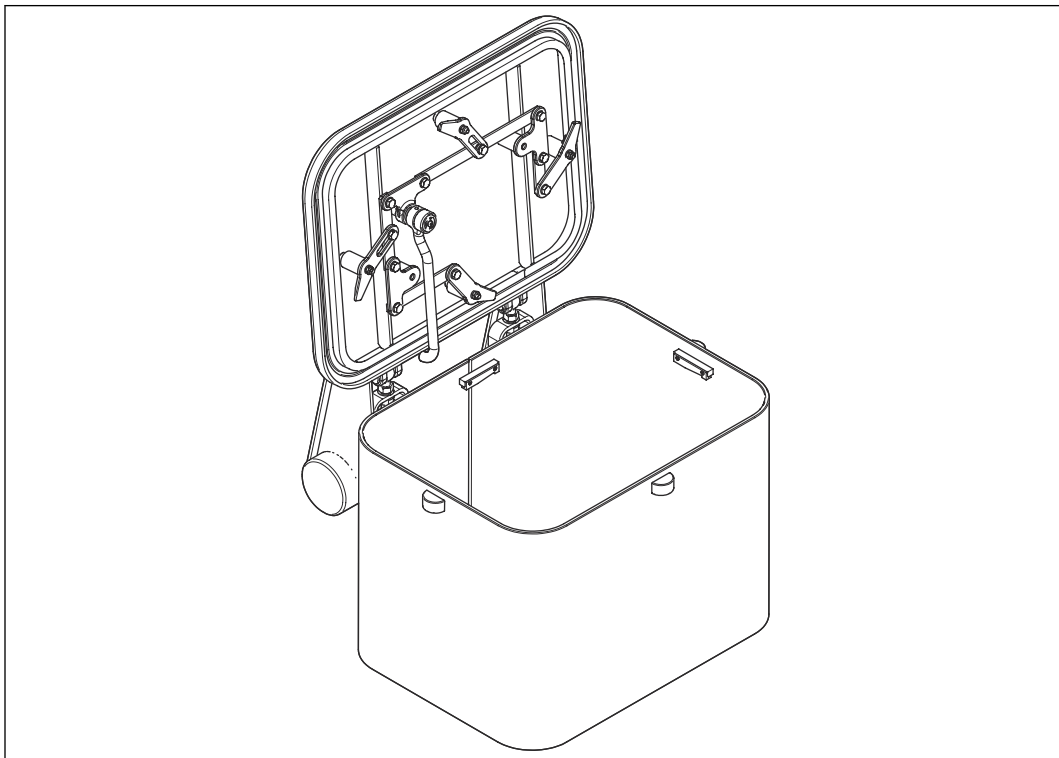




Operation & Maintenance Manual

Musketeer Hatch

with counterweight



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Contents

1	About this manual.....	4
1.1	Contents of this manual.....	4
1.2	Intended audience.....	4
1.3	Revision history.....	4
1.4	Copyright and disclaimer.....	4
1.5	Symbols used in this manual.....	4
1.6	Related documents.....	5
2	Safety and warranty.....	6
2.1	General safety instructions.....	6
2.2	Specific safety instructions.....	6
2.3	Use of spare parts.....	6
3	Introduction to the product.....	8
3.1	Intended use.....	8
3.2	Overview of the product.....	8
3.3	Working principle.....	9
4	Operation.....	10
4.1	Open the hatch.....	10
4.2	Close the hatch.....	11
5	Maintenance.....	12
5.1	Maintenance schedule.....	12
5.2	Maintenance tasks.....	12
5.2.1	Replace the rubber gasket.....	12
5.2.2	Adjust the cleats.....	13
5.2.3	Adjust the hinges.....	14
5.2.4	Replace the cleat bearing.....	14
5.2.5	Replace the handle bearing.....	15
5.2.6	Replace the hinge bushes.....	15
5.2.7	Remove the hatch.....	16
5.2.8	Install the hatch.....	16
6	Troubleshooting.....	18

1 About this manual

1.1 Contents of this manual

This manual contains information about the operation and maintenance of the Winel Musketeer hatches with counterweight. This manual refers to the Musketeer hatch as "the product".

1.2 Intended audience

This manual is intended for:

- Personnel that installs the product.
- Personnel that operates the product.
- Personnel that does maintenance and repairs on the product.

1.3 Revision history

Version	Date	History
1.0	January, 2021	Initial version (IOM)
2.0	March, 2024	Handle updated, procedure to replace the rubber updated. (Installation instructions removed: OM)



1.4 Copyright and disclaimer

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No part of this document may be reproduced, distributed or transmitted in any form or by any means, electronically or mechanically, including photocopying and recording for any purpose, without the express written authorisation by WINEL BV.

WINEL BV continuously improves its products, therefore the designs and specifications in this manual are subject to change without prior notice.

1.5 Symbols used in this manual

Symbol	Type	Description
	Danger	This indicates a situation with a high level of risk which, if not avoided, can cause death or serious injury.
	Warning	This indicates a situation with a medium level of risk which, if not avoided, can cause serious injury or serious damage to the product.
	Caution	This indicates a situation with a low level of risk which, if not avoided, can cause minor to moderate injury or damage or the product.
	Note	This provides useful background information that is not hazard related.

1.6

Related documents

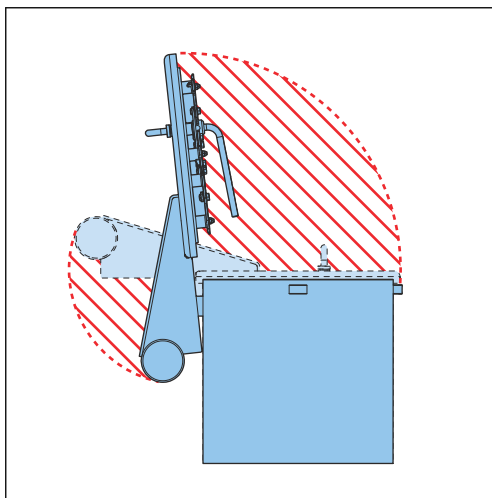
Document name	Version
Installation Manual Musketeer Hatch with counterweight	1.0

2 Safety and warranty

2.1 General safety instructions

- Always read the instructions of this product before you operate the product.
- Do not endanger people and the environment. Obey the safety instructions.
- The product must be operated by qualified personnel.
- Follow the maintenance instructions given by WINEL BV. This is in the interest of safety and reliability of the vessel and of its crew and passengers.
- No modification to the product is allowed without prior written approval and permission of WINEL BV and the certifying authorities.
- Disconnect all electrical wiring before welding activities near the product. The welding current can cause damage to the electrics and electronics of the product.
- If the system is not functioning properly, do not try to force the system. Never overrule or ignore safety features.
- Performing proper maintenance and service to the system will prevent most of the malfunctioning.
- Small malfunctions must be solved immediately, if not this might lead to severe damage to the system or injury to operating personnel.

2.2 Specific safety instructions



- Keep away from the turning circle of the hatch and the counterweight.
- Make sure that the turning circle of the counterweight is free.
- Do not use grease on the bearings of these parts:
 - Hinges
 - Handle
 - Cleats

2.3 Use of spare parts

- Only use original WINEL BV spare parts or spare parts that are recommended by WINEL BV.

The use of other parts can result in unsafe operations and severe damage to the equipment, to personnel and to the environment.

- All damage resulting from the use of non-original spare parts is beyond the responsibility of WINELO BV.
- WINELO BV only accepts warranty claims if the maintenance instructions are carefully followed and if original WINELO BV spare parts have been used.

In case of neglected maintenance procedures and mounting non-WINELO BV parts, WINELO BV will not accept any responsibility.

3 Introduction to the product

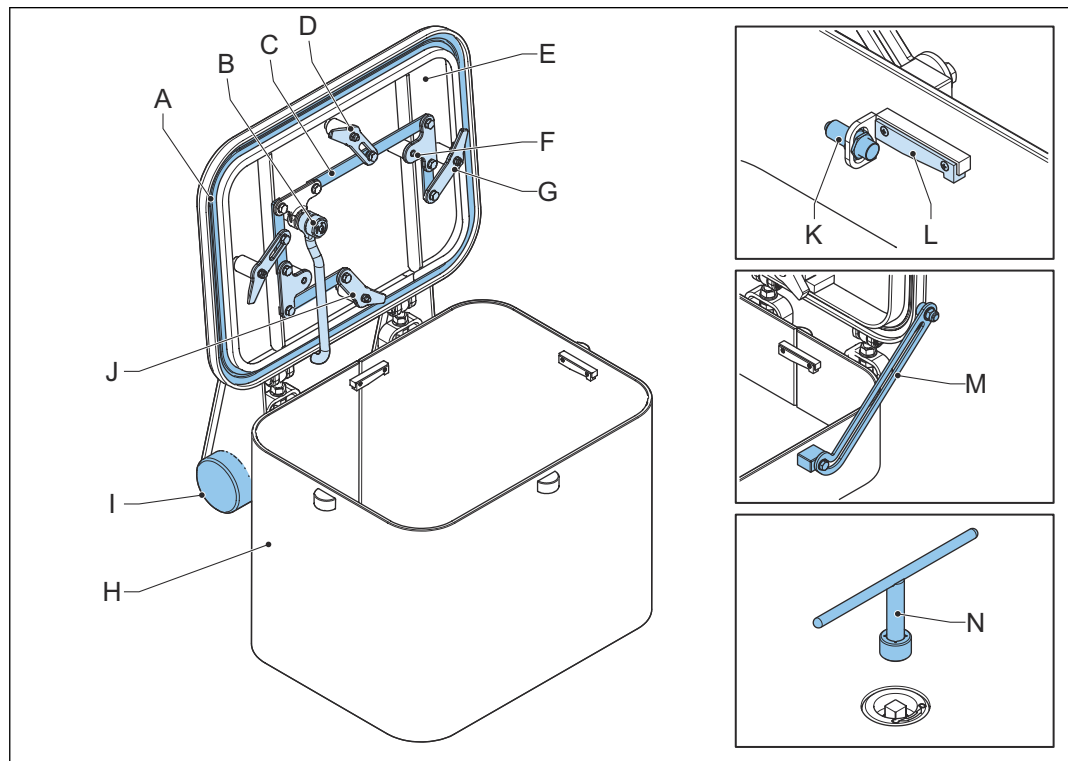
3.1 Intended use

All hatches produced by Winel BV are manufactured according to special customer requirements as well as to SOLAS and IMO regulations.

The hatches are designed to allow the passage of people and goods through a watertight or weathertight deck when opened. When closed, the hatches maintain the watertight or weathertight integrity of the deck in which the hatch is fitted.

Every hatch is factory tested and adjusted as far as possible. On site installation is therefore limited to welding of the frame into ship construction and adjustment of cleats/hinges.

3.2 Overview of the product



A	Rubber gasket	H	Frame
B	Handle	I	Counterweight
C	Latching device	J	End cleat
D	Cleat	K	Sensor (option)
E	Hatch	L	Wedge
F	Corner piece	M	Open holder (option)
G	End cleat	N	Key (option, a handle on the upperside is standard)

For specific details about the hatch that is installed on the vessel, refer to the general arrangement drawings and the documentation enclosed.

3.3 Working principle

The user can open and close the hatch with the handle or hand wheel on the hatch from both sides. The handle or hand wheel operates the latching device.

When the hatch is closed and latched correctly, the compression of the gasket makes the hatch weathertight/watertight.

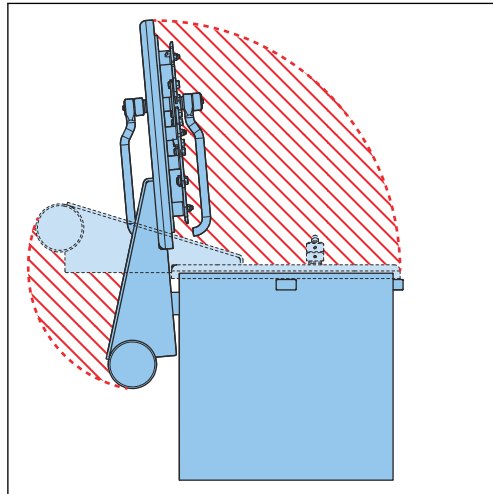
4 Operation

4.1 Open the hatch



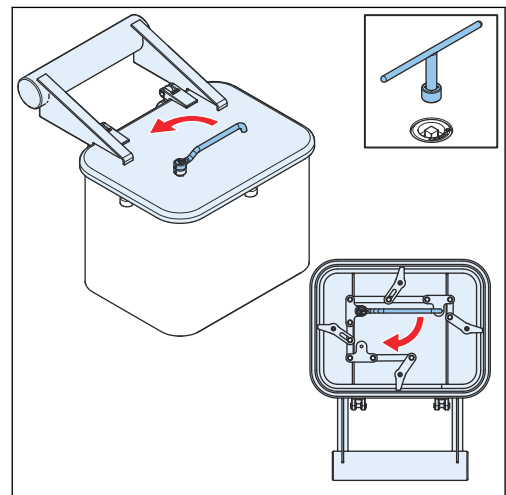
Caution:

Keep away from the turning circle of the hatch and the counterweight. The hatch can partly open/close itself.



Procedure

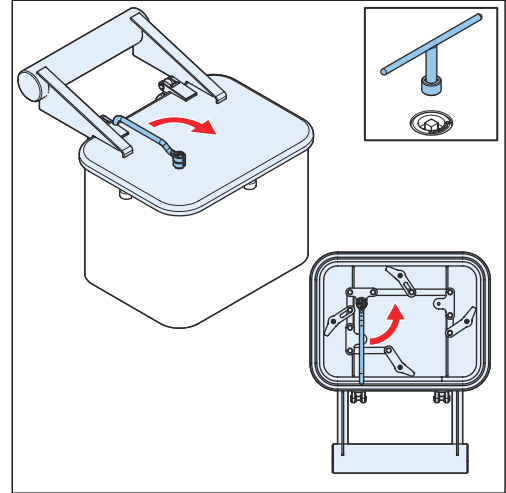
1. If applicable, use the key.
2. Set the handle or key in the open (O) position.
3. Open the hatch upwards.



4.2 Close the hatch

Procedure

1. Close the hatch, push/pull it downwards. Make sure that nothing gets trapped between the hatch and the frame.
2. Set the handle or key in the closed (C) position. If applicable, use the key.
3. Make sure that the hatch latches correctly.



5 Maintenance

Do the maintenance to keep the product safe and reliable. Refer to the maintenance schedule.



Caution:

Only use WINELOGO genuine spare parts or parts advised by WINELOGO



Note:

- All bushes used in hinges and/or cleats are maintenance-free bushes that do NOT require lubrication.
- WINELOGO BV can offer you a service contract. For example, the products can be examined and, when necessary, serviced every 3 – 5 years by a service engineer of WINELOGO BV.

5.1 Maintenance schedule

Monthly (depending on the frequency of use):

Examine the parts that follow. If any bearing bush is worn, replace it.

- Hinges
- Handle
- Cleats
- Wedges

Examine the rubber gasket. If you see cracks or other visual damage, replace the rubber gasket.

5.2 Maintenance tasks

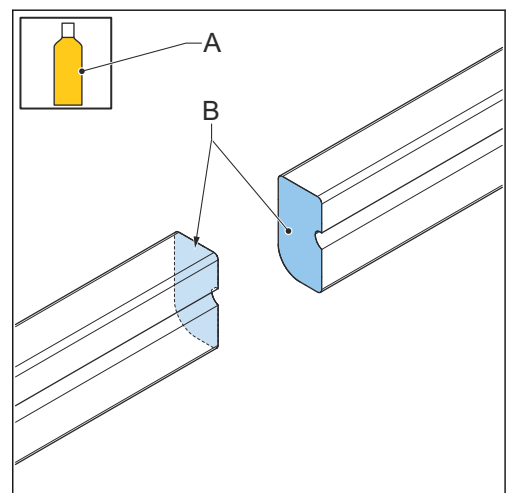
5.2.1 Replace the rubber gasket

Supplies

- Innotec glue

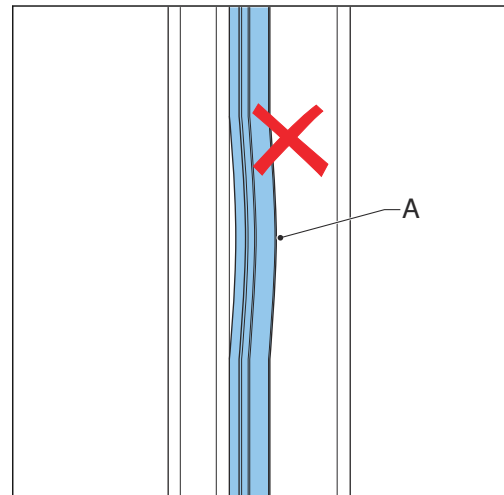
Procedure

1. Remove the old rubber gasket.
2. Remove the remainder of the glue.
3. Apply Innotec glue (A) to the two sides (B) of the rubber to create the new rubber gasket.
4. Install the new rubber gasket. If necessary, pull the rubber to make it slimmer.



5. Make sure that there are no bumps (A) in the rubber gasket. if there are any bumps, correct this.

 - Make sure that the compression of the rubber gasket is correct to make sure that the hatch is watertight: Adjust the cleats. Refer to section [Adjust the cleats](#) on page 13.



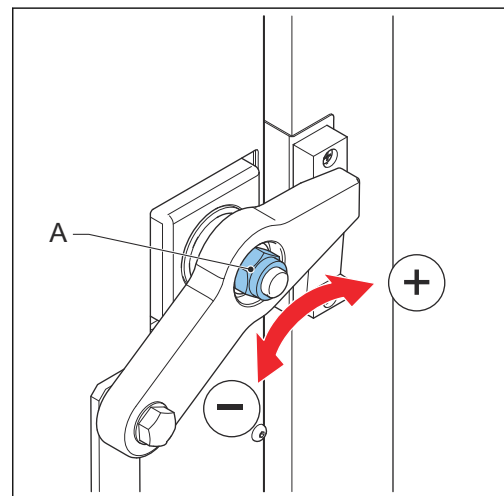
5.2.2 Adjust the cleats



Note: The rubber gasket must be compressed 2-3 mm to make the door or hatch watertight.

Procedure

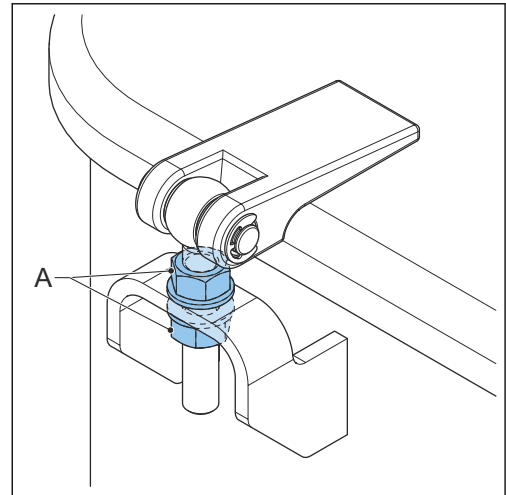
1. On all cleats, turn the hexagonal nut (A) a quarter of a turn.
 - a) Clockwise to increase the compression of the rubber gasket.
 - b) Counterclockwise to decrease the compression of the rubber gasket.
2. Repeat the previous step until the compression of the rubber gasket is correct for all cleats.



5.2.3 Adjust the hinges

Procedure

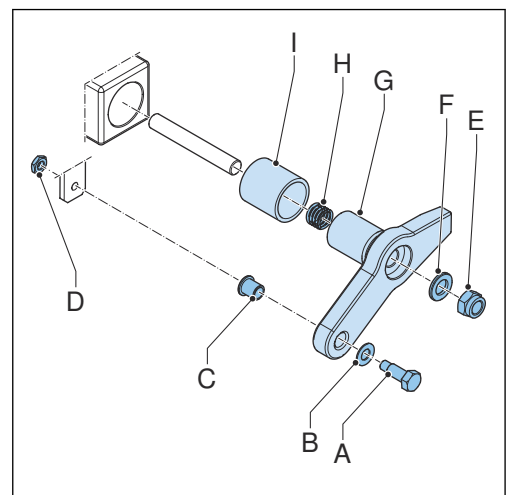
1. Close the hatch. Make sure that the hatch is latched.
2. On all hinges, loosen the nuts (A).
3. Make sure that the hinge height is correct and tighten the nuts.



5.2.4 Replace the cleat bearing

Procedure

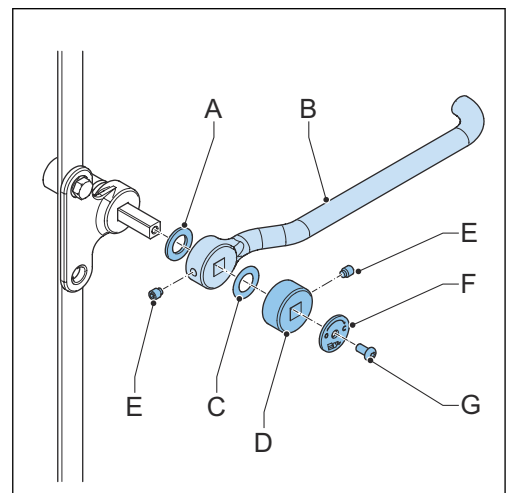
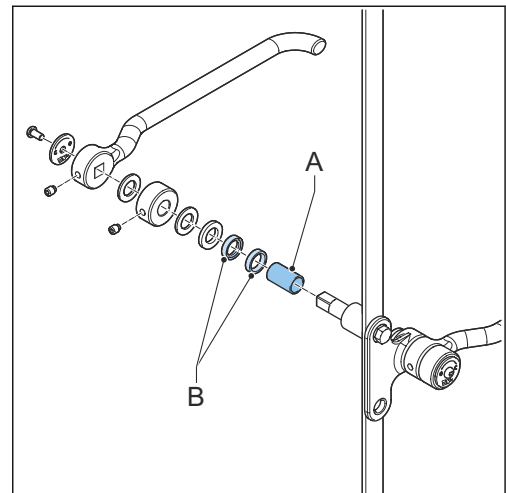
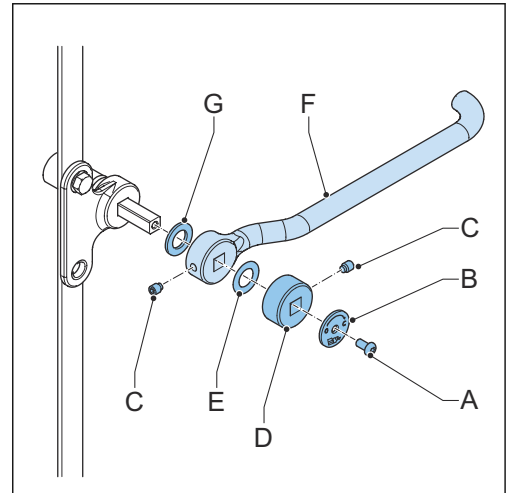
1. Secure the door or hatch in the open position.
2. Remove these parts:
 - a) Pillar bolt (A)
 - b) Nylon washer (B)
 - c) Nylon bush (C)
 - d) Hexagon nut (D)
3. Remove these parts:
 - a) Hexagon nut (A)
 - b) Washer (B)
 - c) Cleat (C)
 - d) Spring (D)
 - e) Cleat bearing (E)
4. Install these parts:
 - a) New cleat bearing
 - b) Cleat
 - c) Spring
 - d) Washer
 - e) Hexagon nut
5. Install these parts:
 - a) Hexagon nut
 - b) Nylon bush
 - c) Nylon washer
 - d) Pillar bolt
6. Adjust the cleats. Refer to section [Adjust the cleats](#) on page 13.



5.2.5 Replace the handle bearing

Procedure

1. Secure the door or hatch in the open position.
2. Remove these parts:
 - a) Allen bolt (A)
 - b) Open/close indication plate (B)
 - c) Set screw (C)
 - d) Spacer (square hole) (D)
 - e) Nylon washer (E)
 - f) Handle (F)
 - g) Nylon washer (G)
3. Remove the internal mechanism.
4. Replace the bearing bush (A) and the seals (2x) (B).
5. Install the internal mechanism.
6. Install these parts:
 - a) Nylon washer (A)
 - b) Handle (B)
 - c) Nylon washer (C)
 - d) Spacer (square hole) (D)
 - e) Set screw (E)
 - f) Open/close indication plate (F)
 - g) Allen bolt (G)
7. Close the door or hatch.



5.2.6 Replace the hinge bushes



Warning:

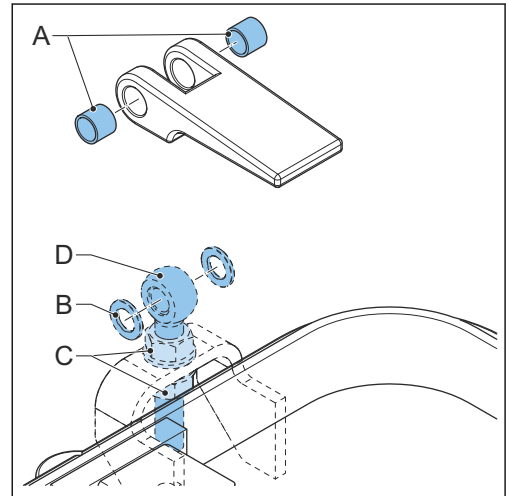
RISK OF INJURY - HEAVY OBJECT

- Use correct and certified lifting materials.

- Do this task with two persons

Procedure

1. Remove the hatch. Refer to section [Remove the hatch](#) on page 16.
2. Remove the bushes (A and B).
3. Clean the bracket and the hinge plate.
4. Install the new bushes (B) into the bracket at the frame.
5. Install the new bushes (A) into the hinge plate on the hatch.
6. Install the hatch. Refer to section [Install the hatch](#) on page 16.
7. Adjust the hinges. Refer to section [Adjust the hinges](#) on page 14.



5.2.7

Remove the hatch



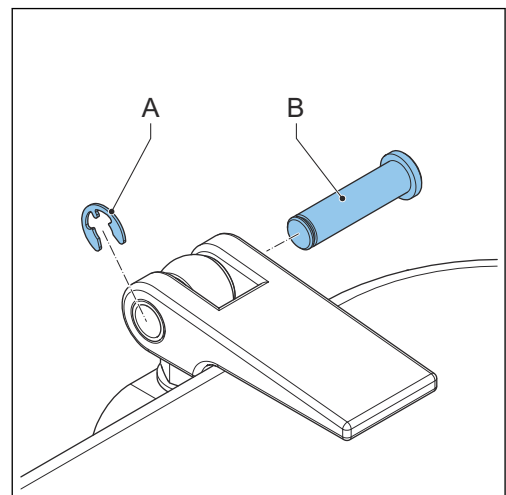
Warning:

RISK OF INJURY - HEAVY OBJECT

- Use correct and certified lifting materials.
- Do this task with two persons

Procedure

1. If applicable, release the open holder.
2. Close the hatch. Make sure that the hatch is latched.
3. Remove the parts that follow:
 - a) Retainer rings (A). Use special pliers.
 - b) Hinge axles (B). Use a hammer with a nylon head.
4. Release the latches.
5. Lift the hatch.



5.2.8

Install the hatch



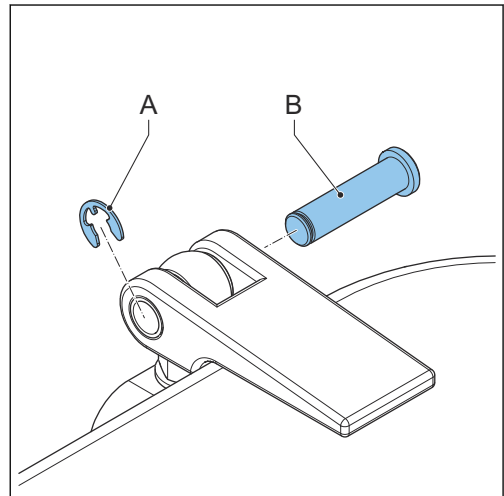
Warning:

RISK OF INJURY - HEAVY OBJECT

- Use correct and certified lifting materials.
- Do this task with two persons

Procedure

1. Carefully put the hatch in the correct position.
2. Install the hinge axle (B) and the retainer ring (A).
3. If applicable, attach the open holder.
4. Adjust the hinge. Refer to section [Adjust the hinges](#) on page 14.



6 Troubleshooting



Warning:

Always read the safety instructions in section *Safety and warranty* on page 6 before trouble shooting.

Do not endanger people and the environment. Obey the safety instructions.

Fault	Possible cause	Check	Remedy
Hatch cannot be opened or closed with handle	Bolts in cleating system come loose	Cleating system	Place new bolts/nuts (apply locking fluid)
	Safety bolt of handle is broken	Safety bolt operating handle	Place new bolt (apply locking fluid)
Hatch does not close well	Damage on frame, hatch, rubber gasket, musketeer system, frame is bent	Complete system, hatch, rubber gasket and frame	Repair and/or replace damaged pieces and/or parts. Then adjust cleating system and hinges
Hatch is leaking	Rubber gasket is compressed too little	Rubber gasket, cleating and hinges	Replace rubber gasket and/or adjust cleating system and hinges
	Damage on frame, hatch, rubber gasket, musketeer system, frame is bent	Complete system, hatch, rubber gasket and frame	Repair and/or replace damaged pieces and/or parts. Then adjust cleating system and hinges
Handle not operating correct and/or too heavy	Rubber gasket is compressed too much	Compression of the rubber gasket when the hatch is closed and latched	Adjust cleating system and hinges
	No grease on wedges	Wedges	Apply grease to wedges
	Sticking of handle in bush	Handle	Disassemble handle and clean or replace handle and/or bushes
	Cleating rod is bended	Cleating system	Repair or replace damaged parts
	Damage on frame, hatch, rubber gasket, musketeer system, frame is bent	Complete system, hatch, rubber gasket and frame	Repair and/or replace damaged pieces and/or parts. Then adjust cleating system and hinges
	Paint on system parts	Parts that should not been painted for paint	Remove the paint

If the problems cannot be solved using the instructions in the manual, contact WINEL After-sales department.