

Model # All		Operation # Back Pin Replacement	
Process Description Back Pin Replacment		Page 1/2	
Work Content - Verify – TQC			
Step	Description		
1	Drive the back pin out of the chair from the inside using a punch/Allen key and a mallet. *		
2	Pull Pin from opposing side with fingers or if sticky, pliers work well. While removing Pin pinch the back frame and the lower back together to keep the holes aligned.		
3	Insert new pin into back and tap in gently using a mallet. The pin should slide in easily. ** Once seated a good firm tap should be given to the pin to insure that it is in completely.		
4	Repeat for other side.		
<p>* If changing pins on more then ten chairs a special tool can be requested from the factory that must be returned upon job completion.</p> <p>** If pin is not going in easily see page two of instructions.</p>			

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Drive Pin
from here



Model # All		Operation # Back Pin Replacement	
Process Description back spring		Page 2/2	
Work Content - Verify - TQC			
Step	Description		
1	Insert spring R04-xxx into spring pocket and secure with silver bullet R04-710		
2	Repeat for other side.		
3	Align back and insert back pins		
4	Tap pins into place using a mallet as per step 3 and 4 on previous page.		



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