

J. H. FLETCHER & CO. Box 2187 – Huntington, WV 25722-2187 – 304/525-7811 – FAX 304/525-4025

# IMPORTANT SAFETY RETROFIT NOTICE

## INFORMATION BULLETIN NO. 52A

TO: ALL OWNERS, OPERATORS, AND REBUILDERS OF J. H. FLETCHER & CO. MODEL DDO, DTO AND RR II ROOF BOLTING EQUIPMENT

FROM: RISK MANAGEMENT DEPARTMENT  
J. H. FLETCHER & CO.

DATE: AUGUST 1994

SUBJ: CLEVIS PIN RETROFIT PROGRAM FOR DRILLING CONTROLS – VALVES ONLY – PHASE THREE

In June 1993, J. H. Fletcher & Co. began a clevis pin retrofit program affecting DDO, DTO, and RR II model roof bolters. This notice is the third and final phase of the retrofit program, and is being sent to customers who have not responded, have partially responded, or have been added due to new ownership notifications from equipment owners of record.

Attached you will find information explaining the retrofit process, a machine reference list providing the serial number(s) and model(s) of equipment our records indicate is in your company's possession, and, if applicable, a sheet showing all other locations receiving this information package.

This retrofit is extremely important to maintain the **safe**, efficient operation of your equipment. Please review this material and comply with the retrofit as soon as possible. Once all machines have been retrofitted, please return the Retrofit Verification Form provided for our records. If you no longer own or operate a machine or machines, **please** provide new ownership or machine disposition information by completing side two of the Retrofit Verification Form so we may update our records.

J. H. Fletcher & Co. appreciates your assistance in completing this retrofit program. If you have any questions or are experiencing any delay in receiving your retrofit kit(s), call the Risk Management Department at 304/525-7811, ext. 240.

August 1994

## CLEVIS PIN RETROFIT PROGRAM – PHASE THREE

All J. H. Fletcher & Co. Model DDO and RR11 roof bolters manufactured between January 1974 through May 1993, incorporated a clevis pin and a cotter key to hold the handle onto the valve bank. This system of connecting the valve bank handles with the valve section stem has been used by J. H. Fletcher & Co. for many years without problems.

Recently, J. H. Fletcher & Co. discovered that the clevis pin arrangement may cause the rear valve bank handles to stick on cotter pins in the front valve bank of the drilling controls if specific mechanical conditions exist. The cotter key must extend vertically from the clevis pin and the handle must be bent to interfere with this cotter key. In order to reduce this potential risk from the use of this clevis pin arrangement, we are now undertaking a retrofit of the front pins on the forward valve bank.

## WHO IS AFFECTED:

All owners of DDO, DTO and RR11 J. H. Fletcher & Co. roof bolters built from January 1974 through May 1993.

## WHAT TO DO:

If you own a DDO, DTO or RR11 **IMMEDIATELY** contact the J. H. Fletcher & Co. Service Department, COLLECT at 304/525-7811. Provide the serial number(s) for the affected unit(s) and request Retrofit Kit No. 159993. Each kit will be for use on the front valve bank arrangement, which will affect four (4) handles (feed, swing, extend, canopy post) and will require four clevis pins and eight "E" clips for each boom arm.

J. H. Fletcher & Co. encourages you to perform installation immediately, following the recommended installation guidelines provided in this letter and with the retrofit kit.

When field conversion has been completed, return the enclosed Retrofit Verification Form in the self-addressed envelope provided.

Even if you do not require this retrofit kit, please complete the enclosed Retrofit Verification Form and return it for our records. Prompt completion of this status form will enable us to determine which roof bolters you have retrofitted with the kit, which have been transferred or sold to another company, and which are permanently out of service. For your reference, we have provided a list of machines we believe are in your possession (see Machine Reference List).

All future replacement clevis pins and cotter keys that are ordered under the existing part number 30378 will be shipped with this new design.

A new part sheet has also been provided to replace Drawing HY-40 of this component in your Parts Catalog.

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#### WHAT J. H. FLETCHER & CO. WILL DO:

J. H. Fletcher & Co. will furnish a field conversion kit for each of your affected machines. The necessary number of kits will be provided to you FREE OF CHARGE. These kits can be shipped directly to you or to the mine. Please specify shipping information when placing orders. Retrofit of the replacement pins and “E” retainer clips can be accomplished at your work site by following the instructions supplied with each kit. If you encounter problems in installing these kits, J. H. Fletcher & Co. will provide consulting and technical services through our Sales Department upon request.

#### WHY THIS RETROFIT IS NECESSARY:

Due to the importance of these pins in the overall assembly and correct operation of the handles, J. H. Fletcher & Co. considers it of vital importance that these handles be retrofitted with the new pin assembly to reduce the risk of a machine malfunction or possible injury.

#### EFFECT OF FAILURE TO RETROFIT:

If your company fails to replace the existing clevis pins for each DDO, DTO and RRll roof bolter, you will unnecessarily expose your employees to a possible injury.

CLEVIS PIN RETROFIT PROGRAM  
PHASE THREE

RETROFIT VERIFICATION FORM

Please complete and return this Retrofit Verification Form after clevis pin replacement has been completed. Your cooperation in identifying transferred, sold, and permanently out-of-service equipment is appreciated.

- ( ) Our company has complied with this retrofit; provide model(s) and serial number(s).
- ( ) Our company is not affected by this retrofit.

**REPLACEMENT CLEVIS PINS AND "E" CLIPS HAVE BEEN INSTALLED IN THE FOLLOWING EQUIPMENT:**

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
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MODEL: \_\_\_\_\_  
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MODEL: \_\_\_\_\_  
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MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

**PLEASE TAKE A MOMENT TO COMPLETE SIDE TWO OF THIS FORM.**

CLEVIS PIN RETROFIT PROGRAM  
PHASE THREE

INACTIVE EQUIPMENT DISPOSITION

SOLD OR TRANSFERRED EQUIPMENT:

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

OWNER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_  
TRANSACTION DATE: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

OWNER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_  
TRANSACTION DATE: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

OWNER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_  
TRANSACTION DATE: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

OWNER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_  
TRANSACTION DATE: \_\_\_\_\_

EQUIPMENT THAT IS PERMANENTLY OUT-OF-SERVICE:

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

MODEL: \_\_\_\_\_  
SERIAL NO.: \_\_\_\_\_

COMMENT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Authorized Representative

CM No.: \_\_\_\_\_

## APPLICATION INSTRUCTIONS BULLETIN NO. TWO

## IMPORTANT

## INSTRUCTIONS FOR INSTALLATION OF 159993 RETROFIT KIT


Installation of the 159993 Retrofit Kit can be easily accomplished by authorized maintenance personnel following the service steps provided below:

1. Tram the machine to a location that is free of obstructions, machinery, and has adequate roof support.
2. Place boom arms in a position that provides adequate work space.
3. Lower drill boom to floor.
4. Turn breaker off on machine.
5. Turn breaker off at power center. Follow your company's lock-out policy.
6. First, remove old clevis pins and cotter key from each affected handle, starting from the relief valve side. Then install replacement cotter key and "E" clip pin, part number 30378, on the front handle pin identified. Install these new pins also from the relief valve side. Check for the following conditions after installation:
  - a. All handles should work freely. Actuate the up/down functions. The handles must return to the centered or "neutral" position.
  - b. All handles must be level with one another. No handle should protrude above another handle.
  - c. All handles should be evenly spaced. No handle should touch or rest against another handle.
  - d. All handle functions should be clearly marked.
  - e. Make sure you have a slotted handle guide on the handles to prevent overlap. For additional information concerning the specific guide for your machine, contact the J. H. Fletcher & Co. Service Department.
7. When you are ready to energize the machine, turn power on at power center, turn breaker on, and test all controls at least three (3) times to ensure the machine handles do not stick and always return to the neutral position. Then shut the machine down by actuating the strip switch.
8. Notify the shift foreman of the serial number of the machine that has been retrofitted, and that the machine is operating properly.

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9. ROUTINELY CHECK THE "E" CLIPS TO ENSURE THEY ARE PROPERLY SEATED IN THE CLEVIS PIN.
10. ALWAYS CHECK YOUR MACHINE REGULARLY TO ENSURE THE HANDLE FUNCTION IS CLEARLY MARKED AND NO HANDLE IS BENT OR RAISED HIGHER THAN OTHER HANDLES IN THE SAME VALVE BANK.
11. Follow the same procedure as recommended in No. 7 for all affected equipment.
12. EFFECTIVE WITH THIS NOTICE, ANY NEW PINS ORDERED UNDER PART NUMBER 30378 WILL BE SHIPPED WITH THIS NEW COTTER KEY AND "E" CLIP PIN.

If you have any questions, please call the Risk Management Department at 304/525-7811, extension 240.

	<b>WARNING</b>
ONLY AUTHORIZED MAINTENANCE PERSONNEL SHOULD ASSIST IN THE INSTALLATION OF THESE PARTS.	
ALWAYS USE ORIGINAL EQUIPMENT MANUFACTURER REPLACEMENT PARTS TO ENSURE COMPATIBILITY.	
RETAIN THESE INSTRUCTIONS FOR FUTURE REFERENCE.	

Part Number 159994  
Clevis Pin Retrofit Program  
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