

# OPERATING MANUAL

## Swobbee Station





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## 1. INTRODUCTION

Dear Client

Thank you for using our Swobbee. The Swobbee is a charging cabinet for lithium batteries. With proper use and maintenance, you will be satisfied with your device for years to come.

In order to ensure the optimum function and safety of your device, we ask you to read the operating instructions carefully and completely before using the device for the first time. This gives you important information for safe operation and maintenance of the device.

### 1.1. Liability disclaimer

Our company is not liable for damages resulting from misuse or non-observance of the operating instructions. The device is intended exclusively as a charging station for battery packs. We assume no liability for damage caused by using other battery packs than those approved by us.

### 1.2. Functionality of the device

The device is a modern product which was developed to charge battery packs using the exchange principle. The battery packs can be found in the respective battery compartments. The user can insert one or more discharged or partially discharged battery packs into the battery compartments and remove the charged battery packs from other battery compartments.

### 1.3. Intended use

The Swobbee is a professional device, the use of which is restricted to batteries specified as compatible. Depending on the device version, GreenPacks and / or batteries from other manufacturers can be used in the Swobbee.

It is important to ensure that only intact and undamaged battery packs are used.

## 2. SAFETY INFORMATION

### 2.1. General safety information



The following safety and hazard warnings not only serve to protect the device, but also to protect your health. Keep these operating instructions for future reference as well as for later questions and hand them over when handing the device over to a third party.



Please read the following points carefully and thoroughly. In the event of damage to property or personal injury caused by improper handling or non-observance of these operating instructions or the safety instructions listed here, the warranty/guarantee becomes void.

This tutorial has been written to the best of our knowledge and belief. Please contact us if you have any questions about the product.

### 2.2. Safety instructions for setting up the device



Do not place this device near any heat sources. Flammable material must be at least 1.5 m away.



It is forbidden to set up and operate the battery charging station in an explosive environment.



The installation site must have a level and stable surface.



The device must be secured against shifting and falling over with suitable fastening material. The battery charging cabinet can be attached to the floor with four screws or anchors, diameter 10 mm.



The electrical system must be carried out by a qualified electrician on the basis of the plans supplied with the Swobbee.



A functioning class D fire extinguisher should be available in the immediate vicinity of the Swobbee's installation site.

### 2.3. Safety instructions for the use of the device



Do not attempt to disassemble, repair or modify the device.  
This may result in electrical shock, fire etc.



The device is splash-proof. It must not be cleaned with pressurised water.



Maintenance, adjustment or repair work may only be carried out by a specialist workshop. Only original spare parts may be used for repairs. The use of deviating spare parts can lead to considerable property damage and personal injury.



When transported with the battery pack inserted, the device is subject to the requirements of dangerous goods law (dangerous goods class 9a). For more information, see the “Transport” section.



Do not put any foreign objects in the compartments.



Check the device for damage before each use. If you discover any damage, the device must not be used.



Do not push defective battery packs into the compartments.

### 2.4. What to do in case of an emergency



Secure the scene of the accident and protect the injured and all other persons from further damage.  
In the event of personal injury, take the necessary first aid measures.

When requesting help or making an emergency call (doctor, fire brigade or police), give the following information:

- Accident location (possibly description of surroundings / accident type)
- Number of injured
- Type of injuries

## 3. TRANSPORT

### 3.1. Safety requirements

If battery packs are plugged into the Swobbee, no special precautions need to be taken during transport. When stowing the Swobbee, it is only necessary to pay attention that it is prevented from moving around.

The closed Swobbee protects the battery pack from mechanical damage, short circuits and unintentional activation.



The battery pack alone is subject to the requirements of the dangerous goods law (dangerous goods class 9a).

For details, refer to the chapter “Transport” in the GreenPack Operating Manual. Furthermore, the “European Convention on the International Carriage of Dangerous Goods by Road” (ADR) and the “Regulations for the International Carriage of Dangerous Goods by Rail” (RID) in their valid versions must be observed.

### 3.2. Loading and transport

When loading the Swobbee, due to its weight and its upright construction, it is important to ensure that the hoists are handled safely. There is a high risk of tipping over and falling, which can lead to very serious injuries. This work may only be carried out by suitable and trained personnel. The Swobbee must be secured against falling over with straps on the means of transport.



## 4. INSTALLATION

### 4.1. Installation location

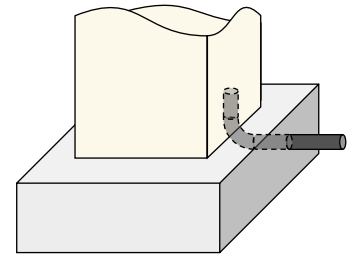
The Swobbee can be set up both indoors and outdoors. When installing the unit indoors, ensure that there is adequate ventilation. Outside, the Swobbee should be set up protected from direct weather influences. It must be ensured that the temperatures at the installation site do not fall below  $-20\text{ }^{\circ}\text{C}$  and do not exceed  $+40\text{ }^{\circ}\text{C}$ . The surface of the installation site must be level and horizontal. It must be adapted to the weight of the Swobbee. If necessary, the statics of the subsurface must be checked. The Swobbee requires an area of  $800\text{ mm} \times 610\text{ mm}$  with a load of  $4\text{ kN}$  per frame.

### 4.2. Installation

The Swobbee is installed on a prefabricated foundation or on an area approved by individual testing using 4 heavy-duty anchors with a diameter of  $10\text{ mm}$  in the ground. The heavy-duty anchors must be tightened with a torque of  $35\text{ Nm}$ .

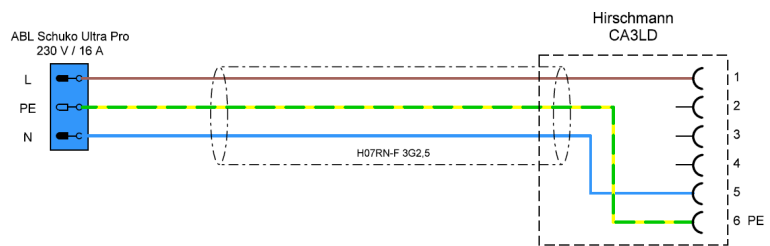
### 4.3. Electrical connection

The connection of the Swobbee to the 230 V mains supply may only be carried out by a qualified electrician.  
 The connection lines must be laid in such a way that mechanical damage is excluded. The cables are preferably routed underground, protected by a pipe.



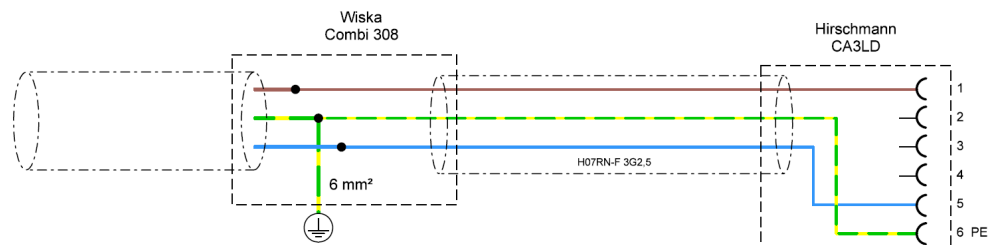
The following 3 alternatives are possible for the electrical connection of the Swobbee.

#### Alternative 1



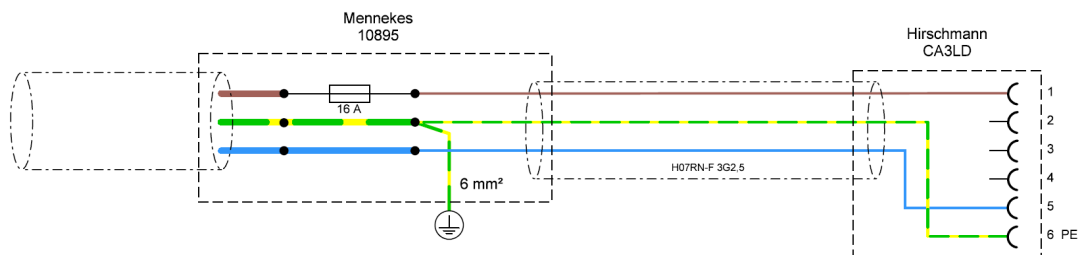
Normal condition for test operation (and socket connection max. 2.75 kW)

#### Alternative 2



Fixed connection for supply line with 16 A fuse and cross section max. 6 mm<sup>2</sup>

#### Alternative 3



Permanent connection for supply line with fuse protection > 16 A or cross section > 6 mm<sup>2</sup>

## 5. COMMISSIONING

If the Swobbee is properly connected and the power supply is stable, the Swobbee can be switched on.

It is switched on in the power module on the line circuit breaker by moving the lever up.

The IPC starts and initialises the system.

The Swobbee is ready for use when all doors are closed and the welcome screen is displayed.

The Swobbee can now be equipped with batteries using an administrator card. If all doors have been closed and the inserted batteries have been properly recognised, the Swobbee is ready for customer traffic.

## 6. SHUTDOWN

If the Swobbee is to be switched off electrically for maintenance or repair, it is first necessary to properly put the system to sleep using the software on the device. An administrator card is required for this. The system can be shut down to the safe state from the administrator menu using the “Shut down station” screen area.

The shutdown is complete when the screen is completely black. Now the Swobbee in the power module can be switched off on the circuit breaker lever.



If the Swobbee is not switched off electrically within 30 seconds, the system will restart automatically.

## 7. PRODUCT DESCRIPTION

### 7.1. Model variants



Standard

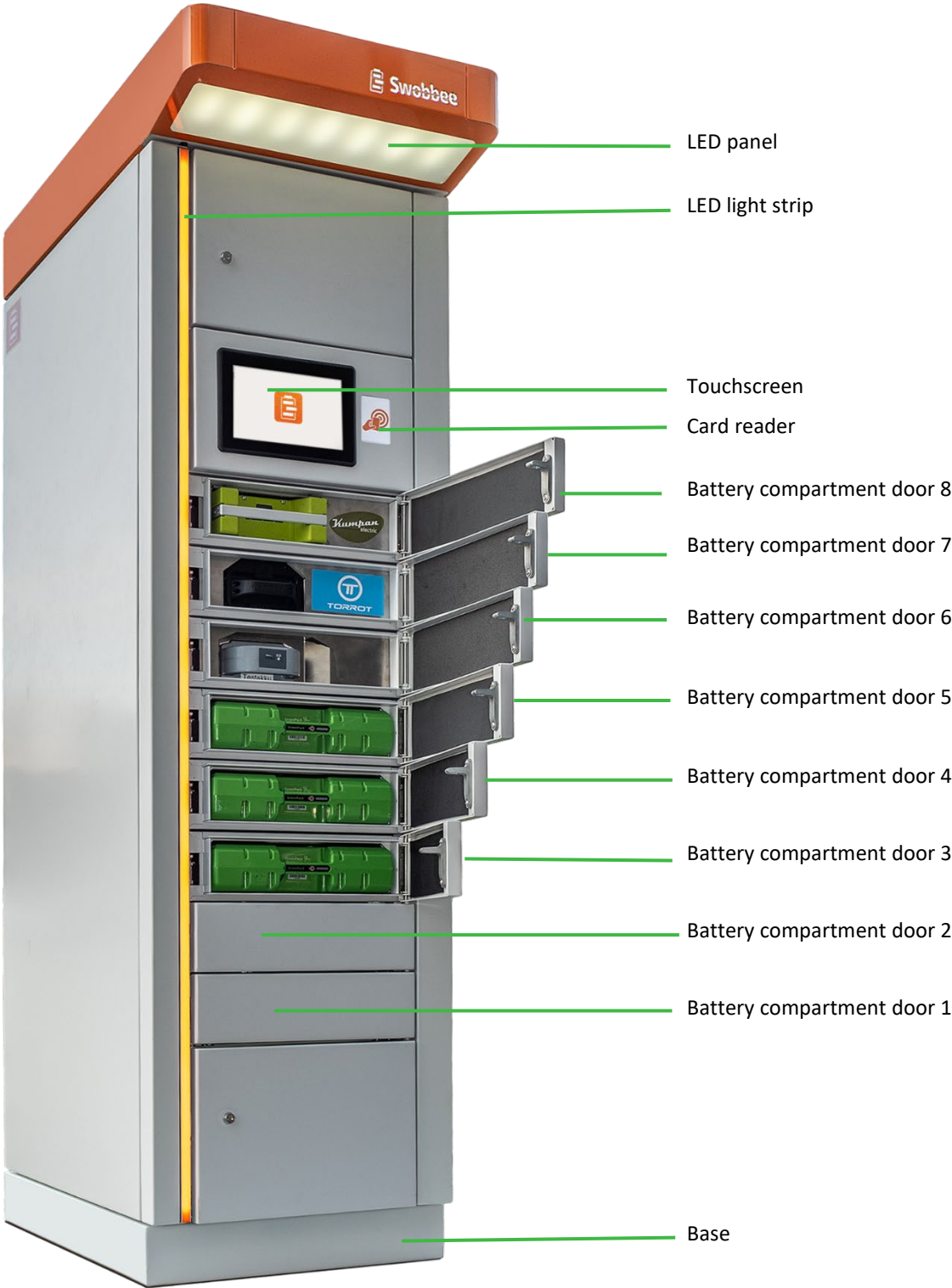
Standard with one extension

Standard with two extensions

### 7.2. Scope of delivery

- 1 Swobbee (steel cabinet with lockable battery compartments and touchscreen)
- 1 Battery packs as required
- 1 Electrical connection kit (can be selected from 3 different connection alternatives)
- 2 Keys
- 4 Floor anchoring (optional)
- 2 Wall anchoring (optional)
- 1 Swobbee operating manual
- 1 Swobbee instruction manual
- 1 GreenPack operating manual (additional batteries if necessary)

7.3. Part names



## 8. OPERATION

### Requirements

The changing station is ready when the message “Willkommen” (Welcome) can be read on the screen. Now the user can register and an exchange is possible.

If this message is not displayed, an exchange is not possible.

Please follow the operating instructions on the screen.

### Registration

Place the user card on the card reading field. The registration is successful when the message “Tausch” (Exchange) appears on the screen. If there is an error, the message “Karte ungültig” (Card invalid) appears.

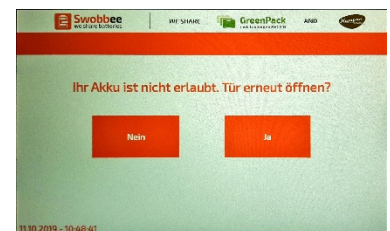
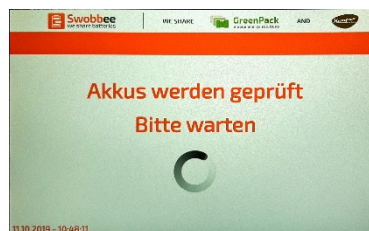
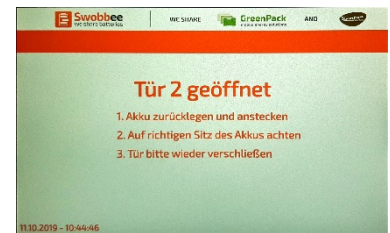
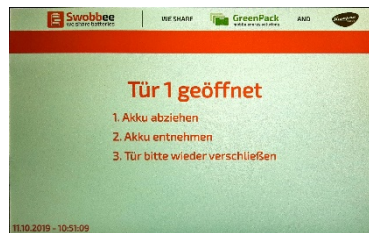
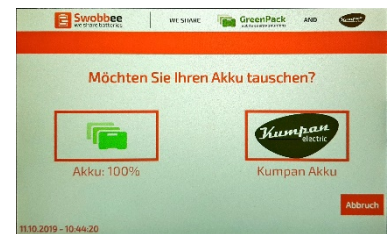
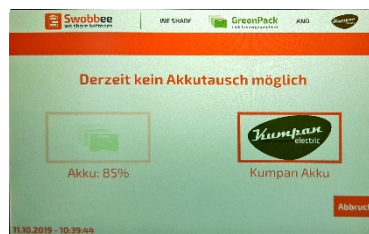
### Exchange

Available full batteries are offered for exchange on the screen and the message “Möchten Sie Ihren Akku tauschen?” (Would you like to exchange your battery?) appears. The type of battery pack to be replaced is selected by touching the green battery symbols on the screen. Grey symbols cannot be selected. The exchange process can also be cancelled.

After choosing the desired battery, a door opens.

Push the return battery pack into the compartment (note the position of the battery - see picture!) and then press firmly into the connector.

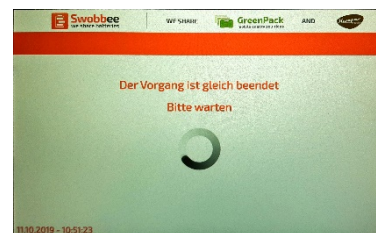
The message “Akku erkannt” (Battery recognised) appears on the screen.



Close door. The battery test begins. If a permitted battery was recognised, the message “Akku erkannt” (Battery recognised) appears on the screen. If no permitted battery could be recognised, the message “Kein Akku erkannt. Möchten Sie es erneut versuchen?” (No battery recognised. Do you want to retry?) appears. By touching the screen for “Ja” (Yes), the door is opened again and the faulty battery can be inserted again or another battery can be inserted for replacement. The exchange can be cancelled by touching the “Nein” (No) screen area and no door will be opened.

If a permitted battery is recognised, the door of a full battery is opened and the battery can be removed by the user.

If the door is then closed, a check is carried out to determine whether the compartment is now empty. If the offered battery has not been removed, the message “Der Akku wurde nicht entnommen. Möchten Sie es erneut versuchen?” (The battery has not been removed. Do you want to retry?) appears. The door is opened again by touching the “Ja” (Yes) screen. Touching the “Nein” (No) screen surface ends the replacement process and the battery remains in the compartment. If necessary, please call the service hotline.



#### Expand images and processes



The battery packs are heavy. It is therefore important to ensure a secure footing when handling.



Do not drop the battery pack!



Do not put any foreign objects in the compartments!



Do not push defective battery packs into the compartments and make sure that the contacts are clean and free of parts!

The exchange process is complete when all doors of the Swobbee are closed. The message “Auf Wiedersehen” (Goodbye) appears.



## 9. MAINTENANCE AND CARE

### 9.1. Maintenance

Your Swobbee is a high-quality device that, with careful handling and appropriate care, will function for years without problems. If you still experience faults, please do not attempt to open the device to repair it yourself. Even when switched off, dangerous voltages can be present inside the device. In addition, the device may be damaged by improper handling. Instead, contact authorised personnel or our service.

### 9.2. Maintenance intervals

#### 1.1.1. Before each startup

Before each startup, the Swobbee and the battery packs to be used must be checked for external damage and foreign bodies in the compartments.

#### 1.1.2. Monthly inspection

Every month, a visual inspection and a functional test of the residual current device must be carried out by pressing the test button.

The test may only be carried out by a qualified electrician or person who has been trained in electrical engineering.



Before activating the test devices that lead to the shutdown of the Swobbee, the operating system must be shut down properly (see section “Shutdown”) in order to avoid damage to the software.

#### 1.1.3. Annual inspection

The Swobbee is subject to an annual repeat test of stationary electrical systems and electrical equipment. Checks are made for proper condition, proper function and effectiveness of the protective measures. The test is documented in a measurement and test report.

The test may only be carried out by a qualified electrician.

### 9.3. Cleaning and care

Switch off the appliance before every cleaning. Clean the device externally only with a soft, dry cloth or with a paintbrush.

Never use aggressive detergents or chemical products, as otherwise the surfaces may be damaged. Do not use a high pressure cleaner!

After cleaning, the Swobbee can be switched on again (see section "Switching on").

### 9.4. Repairs

Repair work on the Swobbee may only be carried out by trained specialists. In this case, please contact the distributor.


Work on the low voltage side (230 V AC, 400 V AC) may only be carried out by qualified electricians.



Modules with a CAN bus may only be removed or inserted when the Swobbee is switched off. Before starting up again, the modules must be fixed to the frame with screws. A different assembly sequence can cause serious damage to the modules

Tampering with the Swobbee is not permitted during the one-year warranty and will lead to the warranty becoming void.

## 10. TECHNICAL DATA

External dimensions when set up (W x D x H):	624 mm x 1033 mm x 2266 mm
Transport height including pallet:	2250 mm
Floor area:	624 mm x 800 mm
Empty weight:	350 kg
Weight with battery packs:	430 kg
Connected load:	2,750 W
Connection voltage:	230 V AC
Frequency:	50 Hz
Protection type:	IP44
Protection class:	I 
Fire protection class:	B1
Operating temperature:	-20 °C up to +40 °C
Storage temperature:	-30 °C up to +60 °C
Air humidity:	max. 80%
Housing material:	sheet steel
Coating:	Electrolytically galvanised and lacquered or powder-coated

## 11. DISPOSAL AND RECYCLING



Do not dispose of this device as domestic waste.

According to Directive 2012/19/EU, the device must be disposed of properly at the end of its service life.



Do not open or disassemble the device.

The device can also be sent to a collection point for electronic waste or a recycling centre that recycles devices with lithium-ion batteries.



See also in the appendix: Operating manual for GreenPack and possibly other battery packs, the chapter: Disposal.



**12. DECLARATION OF CONFORMITY**



**EU / UE**  
**KONFORMITÄTSERKLÄRUNG**  
**DECLARATION OF CONFORMITY**  
**DÉCLARATION DE CONFORMITÉ**

Wir / We / Nous:

Swobbee GmbH  
Johann-Hittorf-Straße 8, D-12489 Berlin

erklären, dass das Produkt  
declare that the product  
déclarer que le produit

## Swobbee SharingPoint

auf das sich diese Erklärung bezieht, mit den folgenden Normen übereinstimmt.  
to which this declaration relates is in conformity with the following standards.  
auquel se réfère cette déclaration est conforme a la aux normes.

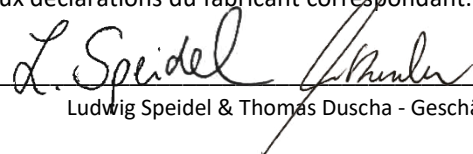
- EN 55014-1: 2006 + A2:2011
- EN 55014-2: 2015
- EN 60335-2-29:2004 + A2:2010
- EN 61000-4-5:2006

Gemäß den Bestimmungen der Richtlinien  
Following the provisions of Directives  
Conformément aux dispositions des Directives







- 2006 / 42 / EG
- 2011 / 65 / EU
- 2014 / 30 / EU
- 2014 / 35 / EU

Für eingebaute Zukaufteile verweisen wir auf die Erklärungen der entsprechenden Hersteller.  
For built-in purchased parts we refer to the declarations of the corresponding manufacturer.  
Pour les pièces achetées intégrées, nous nous référons aux déclarations du fabricant correspondant.

Berlin, 21. 09. 2020

  
Ludwig Speidel & Thomas Duscha - Geschäftsführer -

## 13. LEGAL INFORMATION

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