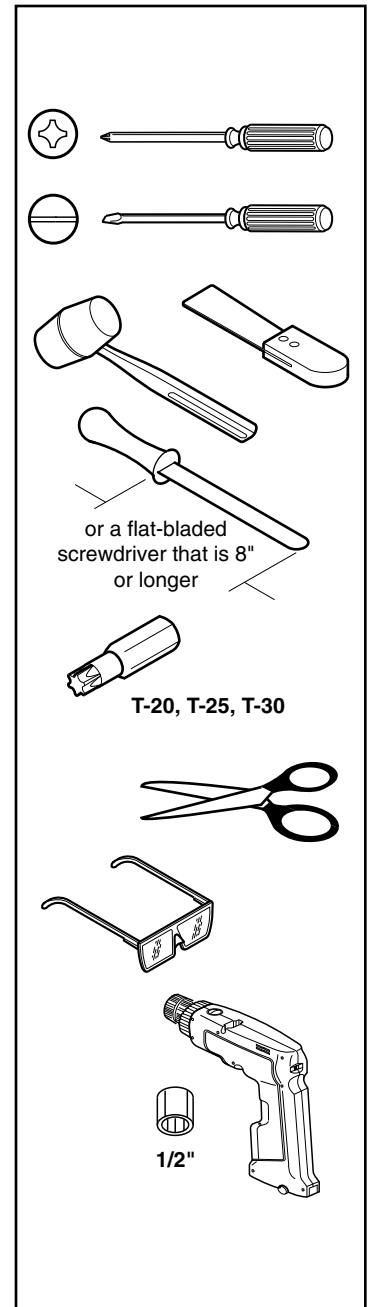




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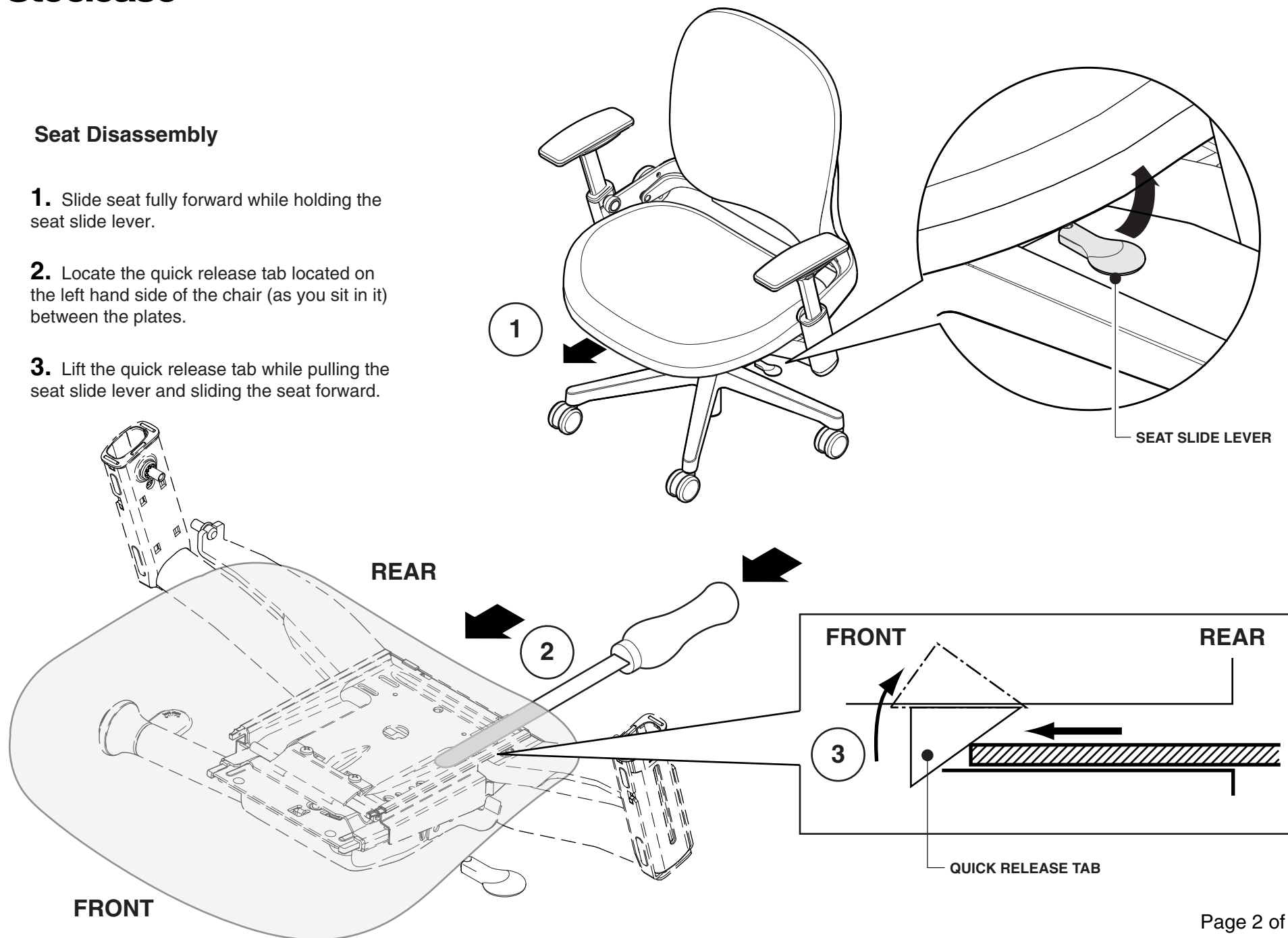
Or visit our website: [www.steelcase.com](http://www.steelcase.com)

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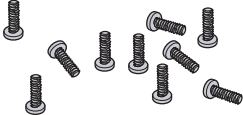
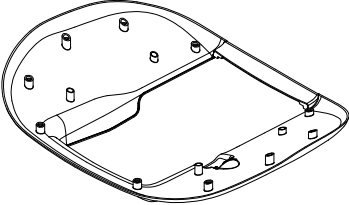
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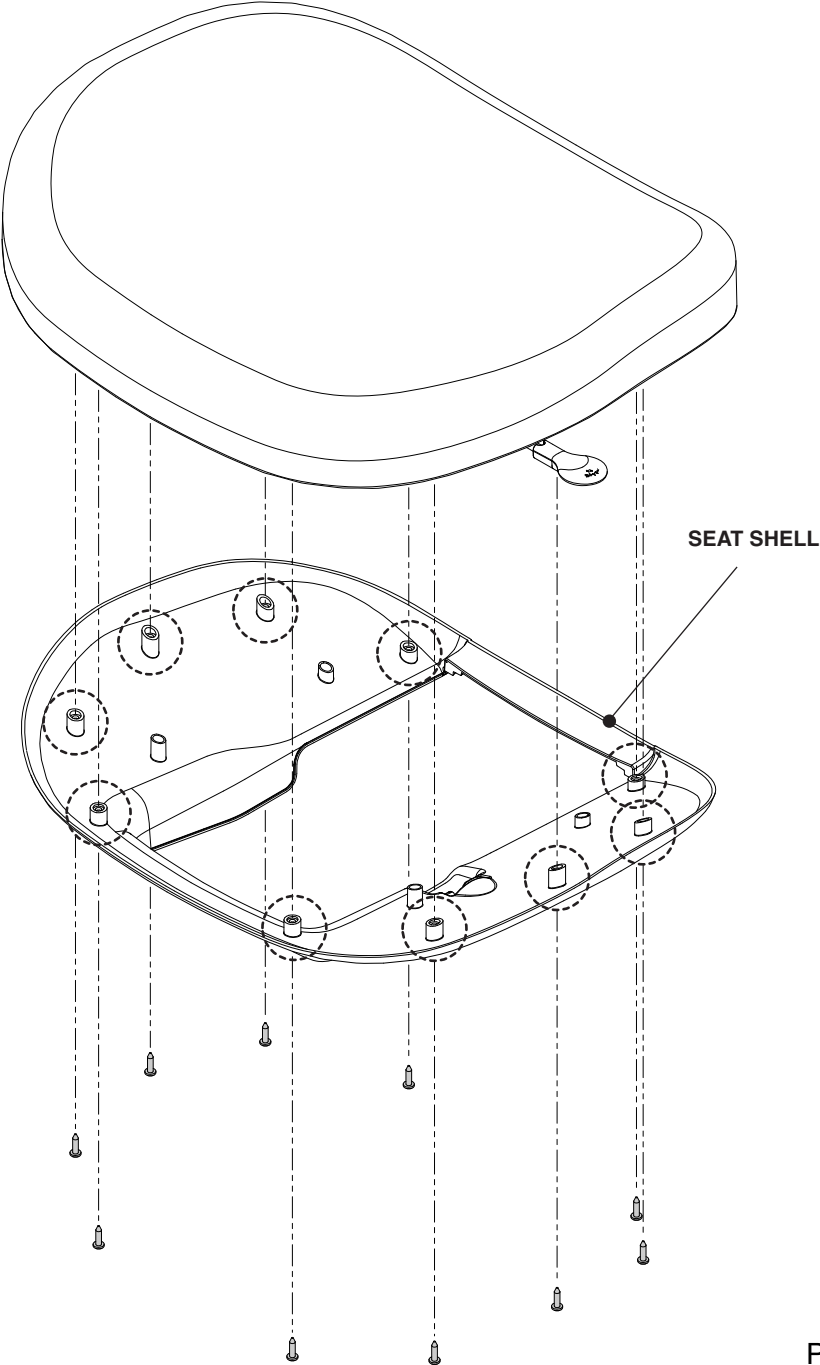
## Seat Disassembly

1. Slide seat fully forward while holding the seat slide lever.
2. Locate the quick release tab located on the left hand side of the chair (as you sit in it) between the plates.
3. Lift the quick release tab while pulling the seat slide lever and sliding the seat forward.

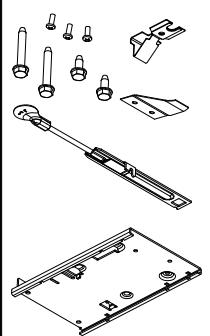
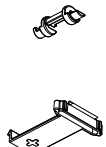


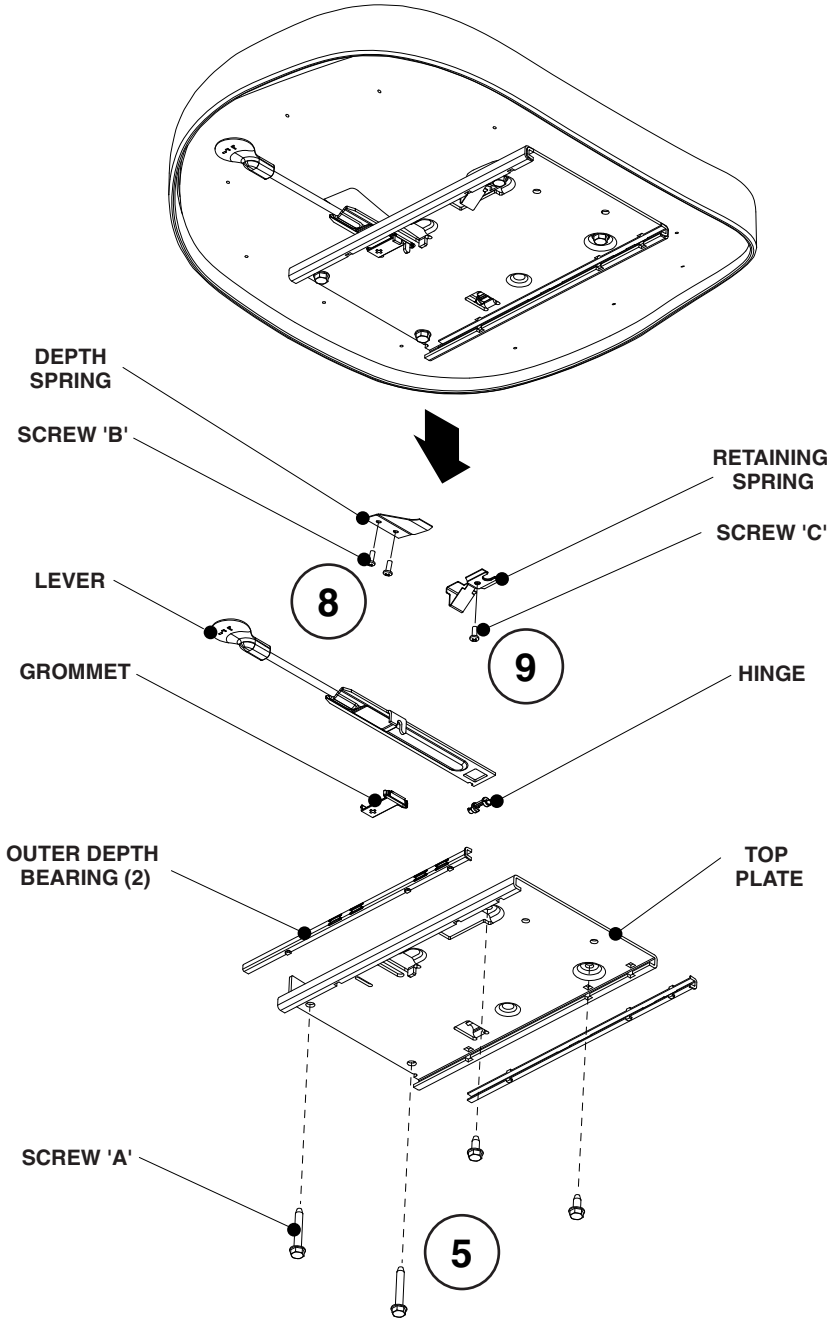
4. Remove ten (10) screws from bottom of outer seat shell.

| Bins for components removed                                                         |                                                                                     |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Steel                                                                               | Polypropylene                                                                       |
|  |  |

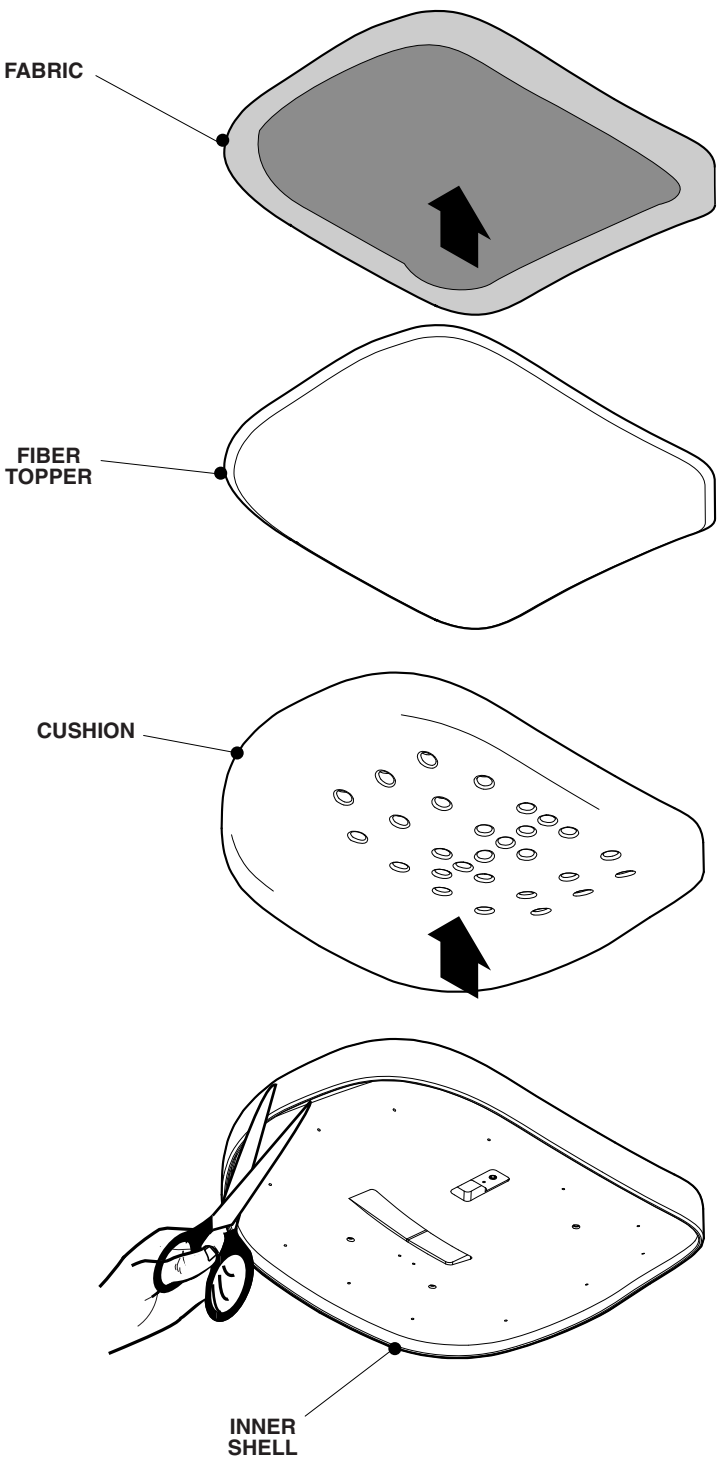


- 5. Remove four (4) screws 'A' which fasten top plate.
- 6. Remove top plate, grommet and two (2) outer depth bearings.
- 7. Remove seat depth lever and hinge.
- 8. Remove two (2) screws 'B' which fasten seat depth spring.
- 9. Remove screw 'C' which fasten the retaining spring.

| Bins for components removed                                                        |                                                                                     |                                                                                     |
|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Steel                                                                              | Acetal                                                                              | Nylon                                                                               |
|  |  |  |



**10.** Cut the fabric drawstring around the inner shell. Lift fabric covered cushion and separate fabric, topper fiber and cushion. Recycle materials as shown.

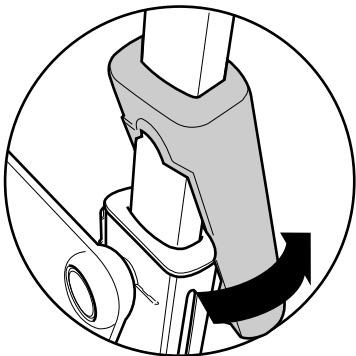
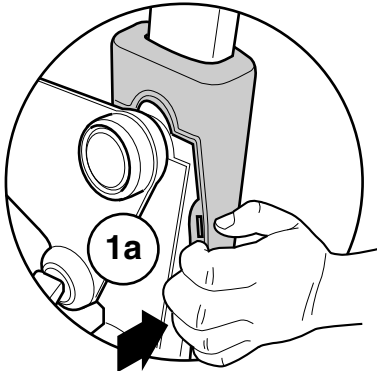
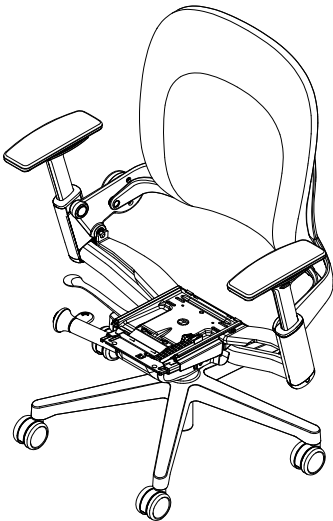


| Bins for components removed |           |        |       |
|-----------------------------|-----------|--------|-------|
| Polyurethane                | Polyester | Fabric | Scrap |
|                             |           |        |       |

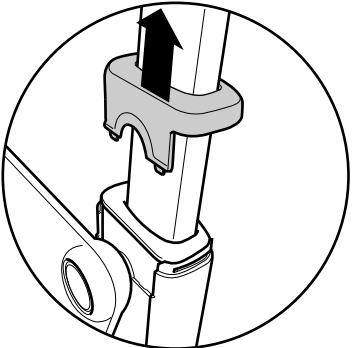
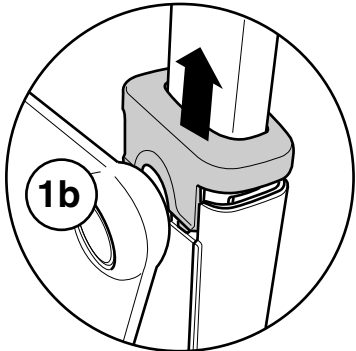
Arm Disassembly

1. With the arm adjusted all the way up, remove the outer pod cover and arm by one of the following methods:
- a) For black and midnight colored chairs, pull the pod cover out from the bottom thus releasing it from the inside cover and clearing the steel bracket. Slide the cover up until it is loose around the arm stalk. Skip to step C for arm removal.
- b) For platinum colored chairs, gently pry the pod cap off the pod cover and slide it up the arm stalk. Push the pod cover halfway down and follow step C for arm removal.
- c) While holding trigger button, use a flat head screwdriver to deflect snap and gently remove arm and cover from arm insert.

Black and Midnight

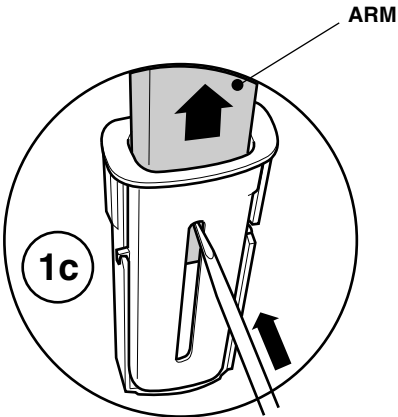
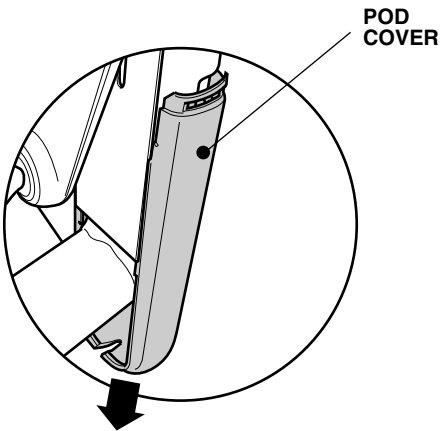


Platinum



Bins for components removed

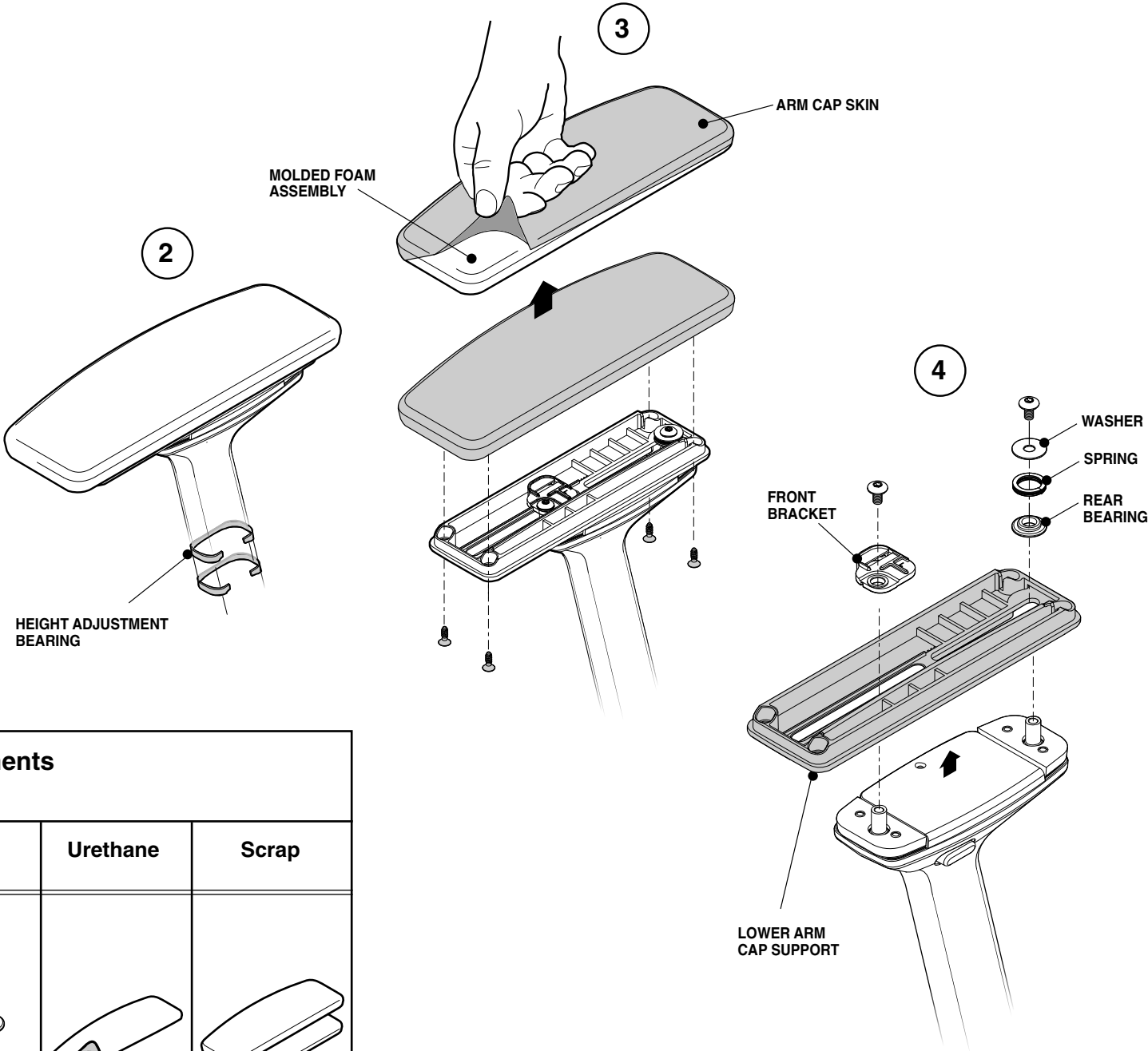
| Nylon<br>(platinum) | Polypropylene<br>(black and midnight) |
|---------------------|---------------------------------------|
|                     |                                       |



2. Remove two (2) height adjustment bearings.

3. Use a T-20 bit to remove four (4) screws under arm cap. Lift and remove outer arm cap. Pull arm cap skin off arm cap. Scrap remaining molded foam assembly.

4. Use a T-20 drive bit to remove two(2) screws and pull off lower arm cap support, rear bearing, front bracket, spring and washer.

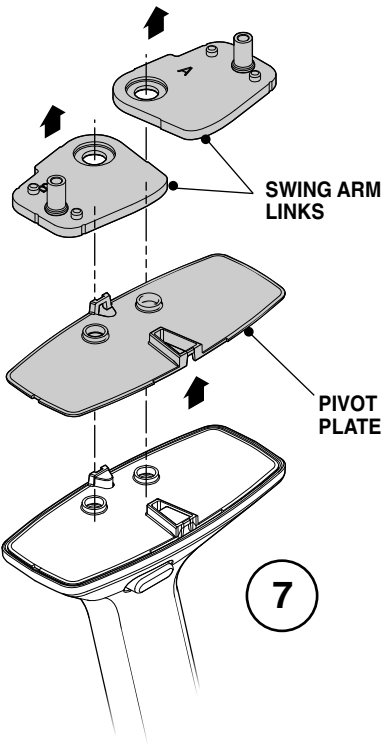
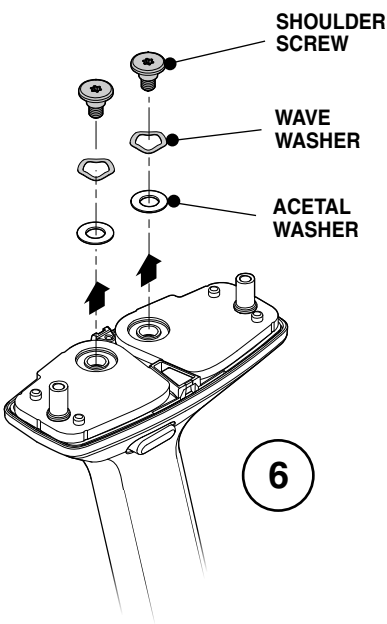
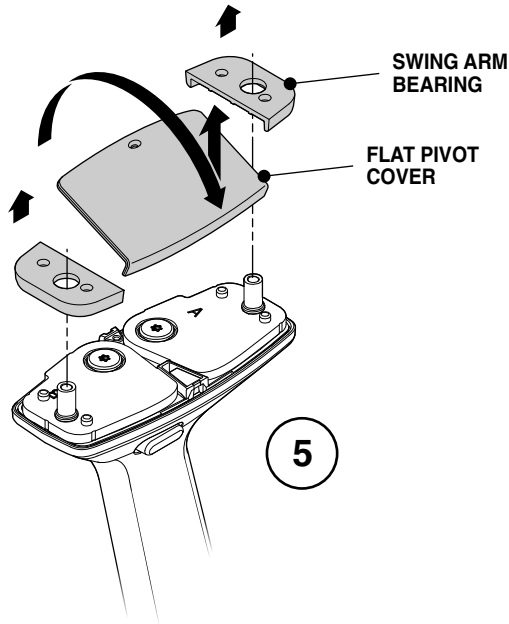


| Bins for components removed |       |        |          |       |
|-----------------------------|-------|--------|----------|-------|
| Nylon                       | Steel | Acetal | Urethane | Scrap |
|                             |       |        |          |       |

5. Remove flat pivot cover and the two (2) swing arm bearings as shown.

6. Use a T-25 drive bit to remove the two (2) shoulder screws. Remove two (2) wave washers and two (2) acetal washers.

7. Remove two (2) swing arm links and pivot plate as shown.



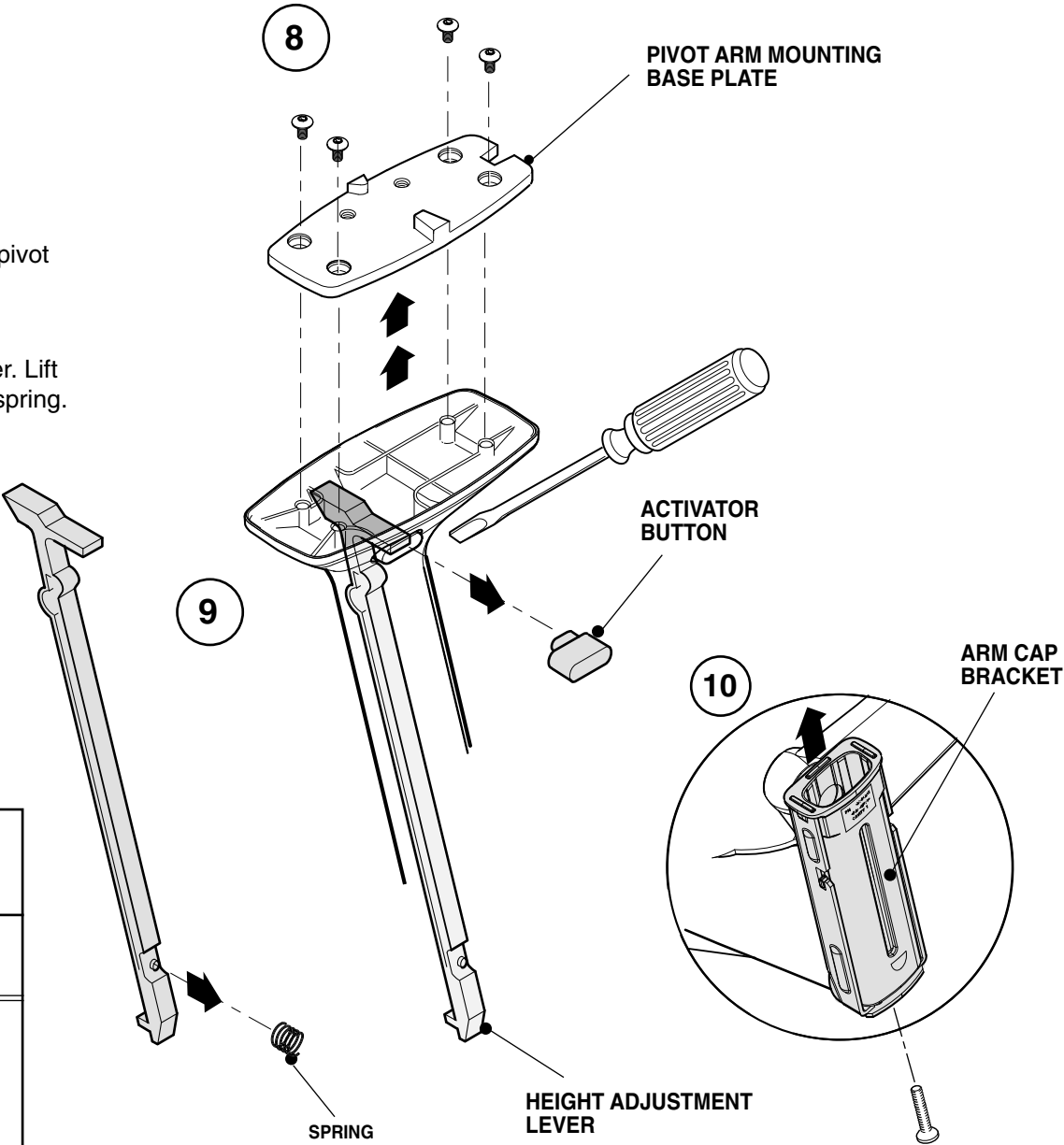
| Bins for components removed |        |     |
|-----------------------------|--------|-----|
| Steel                       | Acetal | ABS |
|                             |        |     |

8. Use T-20 drive bit to remove four (4) screws and pull off pivot arm mounting base plate.

9. Pry the activator button off using a flat-bladed screwdriver. Lift and remove height adjustment lever and height adjustment spring.

10. Remove screw on bottom of arm cap bracket. Remove arm cap bracket.

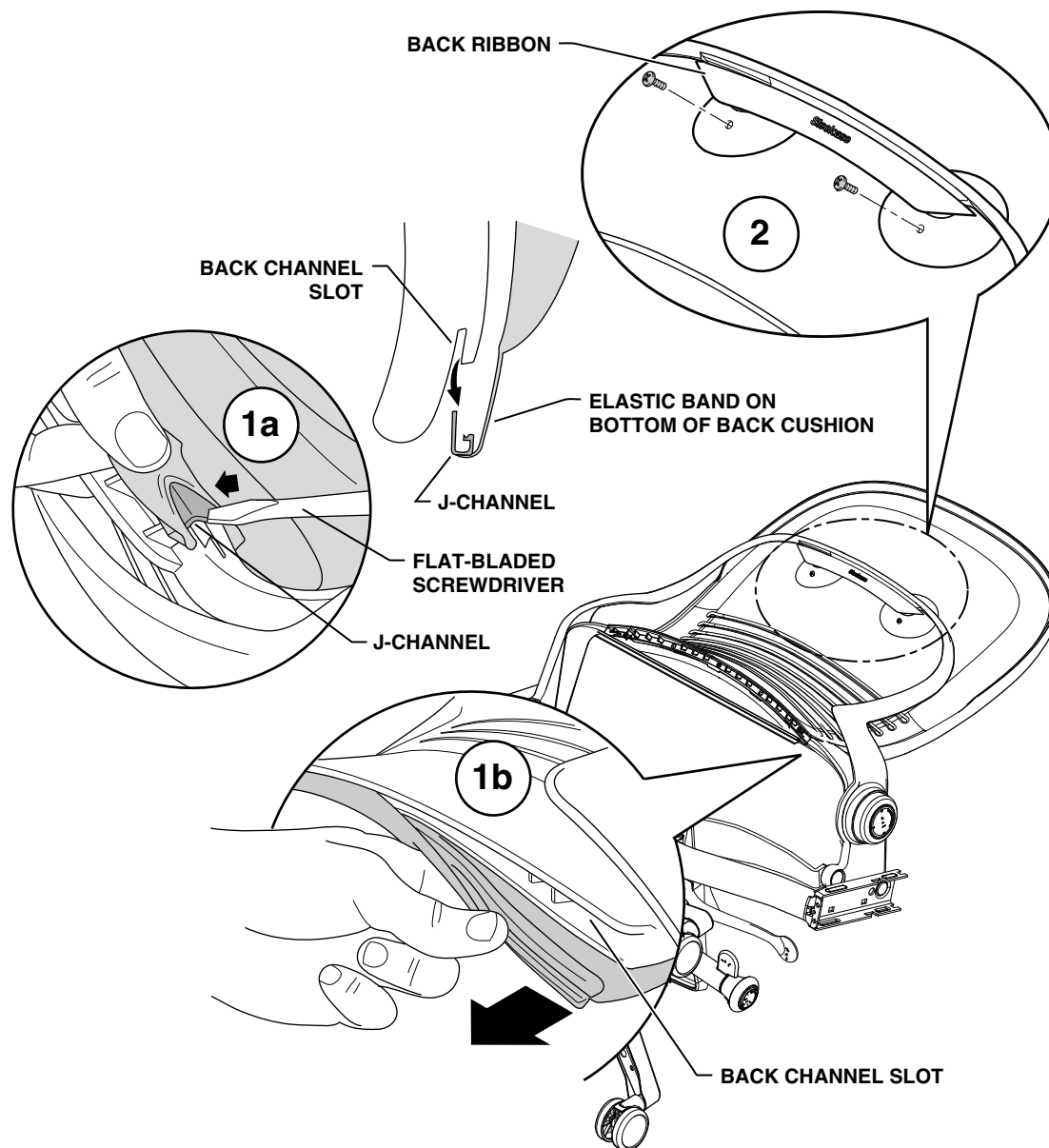
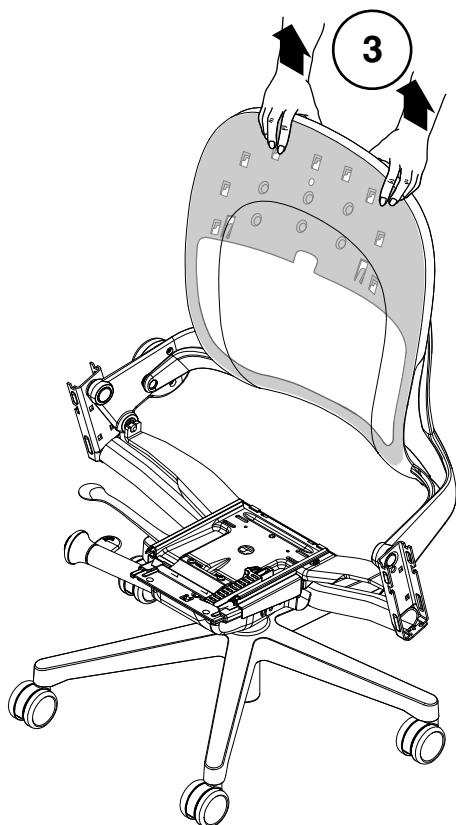
NOTE: Repeat steps 1 through 10 to disassemble arm on opposite side.



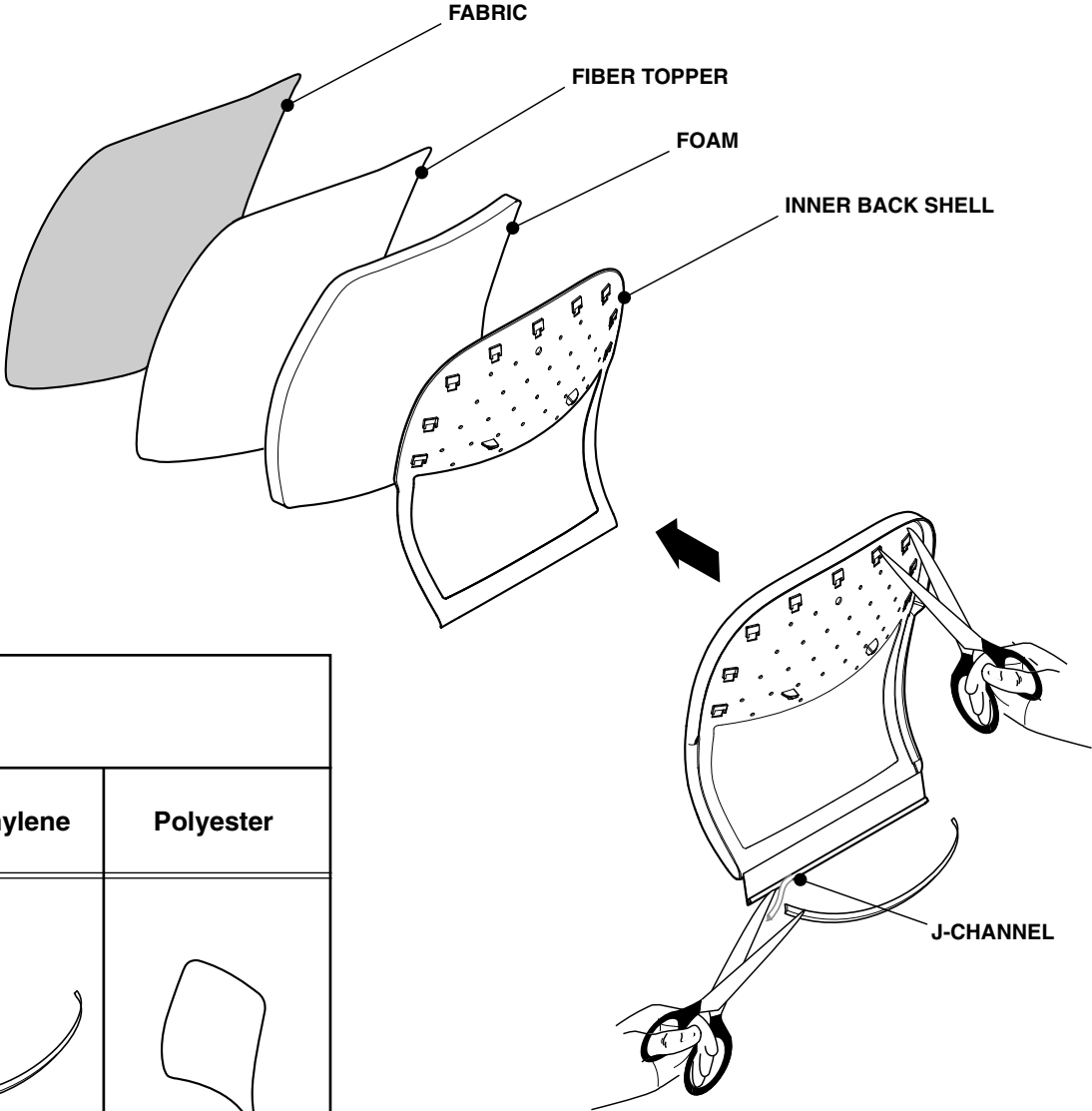
| Bins for components removed |               |       |
|-----------------------------|---------------|-------|
| Steel                       | Polypropylene | Nylon |
|                             |               |       |

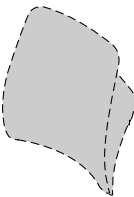
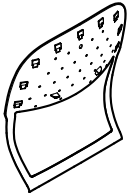
## Back Disassembly

- 1.** Remove the j-channel, located on bottom of back, from the channel slot. Use a flat-bladed screwdriver to begin the removal process.
- 2.** Remove two (2) screws from back shell located under the back ribbon.
- 3.** Pull up & out on the cushion to remove from the back shell.



4. Cut drawstring and J-Channel off.  
Place fabric, fiber topper, foam and inner back shell in appropriate bin.

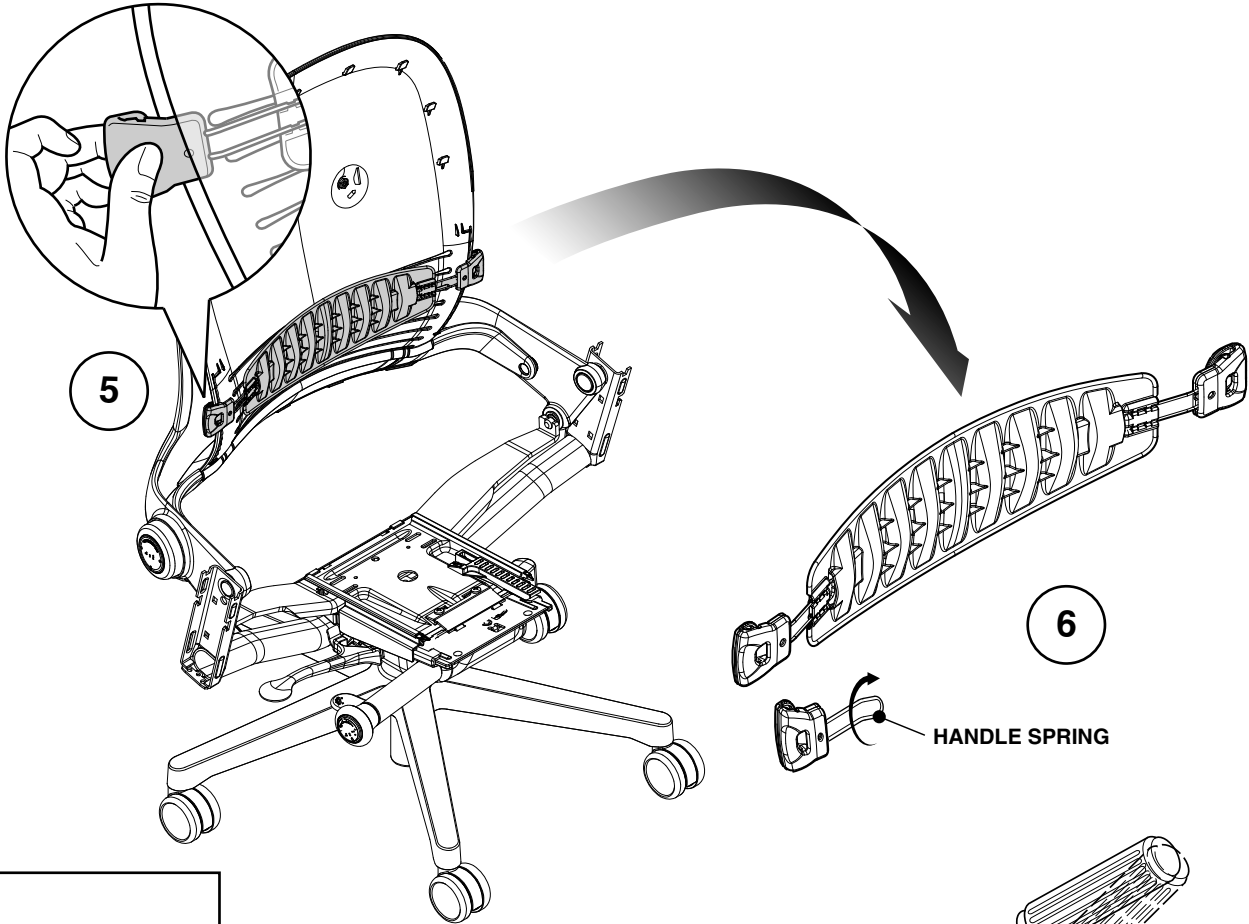


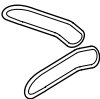
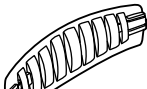
| Bins for components removed                                                         |                                                                                     |                                                                                     |                                                                                     |                                                                                       |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| Fabric                                                                              | Polyurethane Foam                                                                   | Polypropylene                                                                       | Polyethylene                                                                        | Polyester                                                                             |
|  |  |  |  |  |

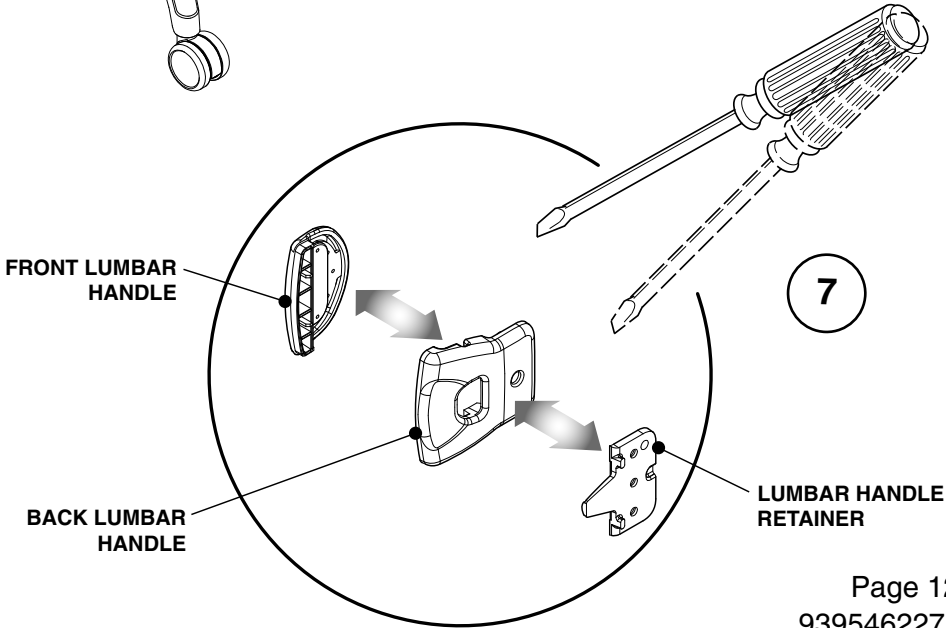
5. Remove lumbar assembly by pulling one tab outward.

6. Remove lumbar tabs by pulling outward, twisting, and snapping off handle spring from lumbar back.

7. Insert flat-bladed screwdriver between front and back lumbar handle and twist to break apart. Insert flat-bladed screwdriver between lumbar handle retainer and back lumbar handle then twist to break apart. Repeat for each tab.



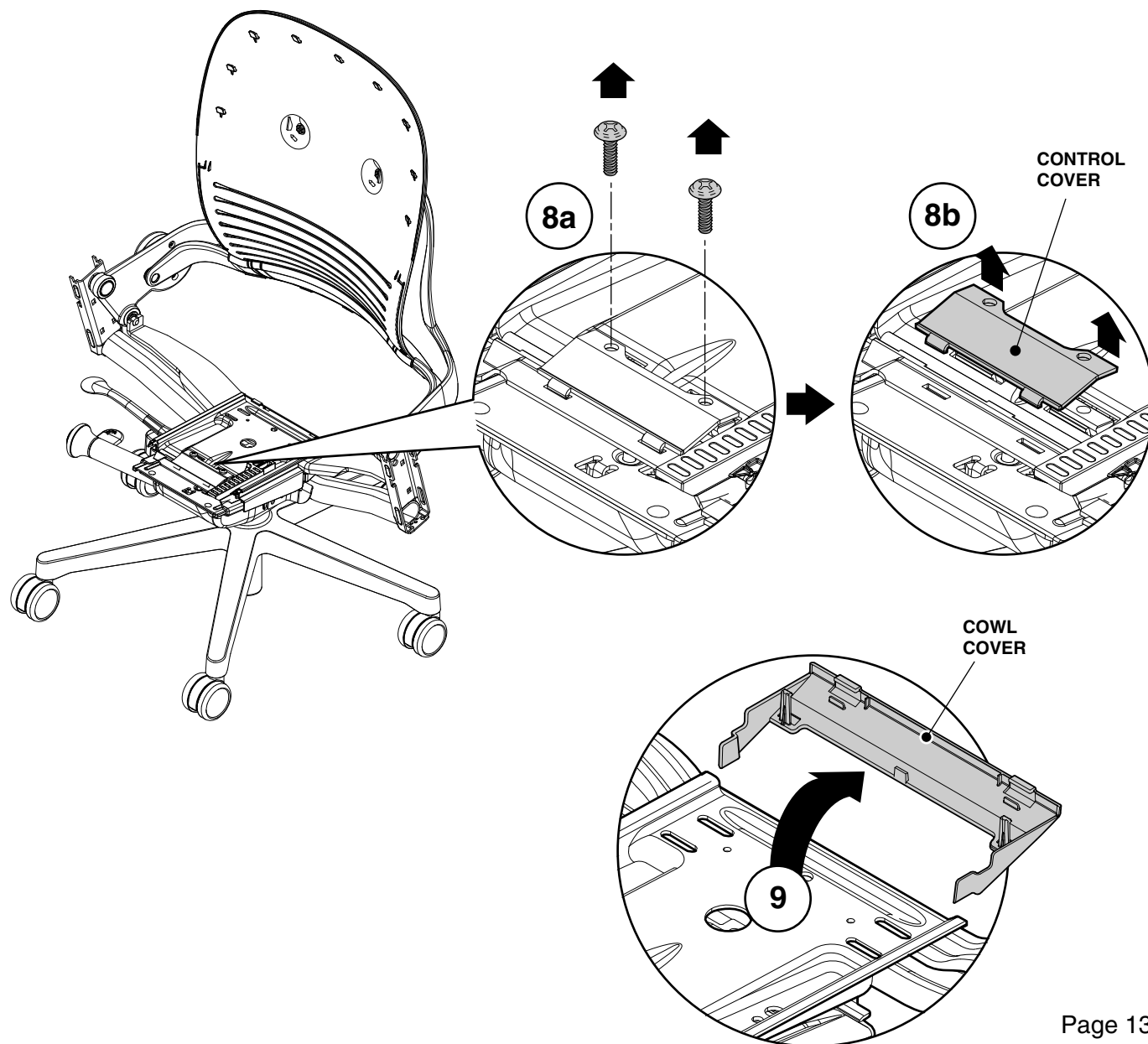
| Bins for components removed                                                         |                                                                                                                                                                            |                                                                                     |                                                                                                                                                                            |                                                                                                                                                                            |
|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Steel                                                                               | ABS                                                                                                                                                                        | Polypropylene                                                                       | Acetal                                                                                                                                                                     | Scrap                                                                                                                                                                      |
|  | <br> |  | <br> | <br> |



**8.** Unscrew two (2) front screws (8a) to remove the control cover (8b).

**NOTE:** After control cover screws are removed, the chair back is free to move. Hold chair back firmly to avoid possible injury.

**9.** Remove the cowl cover.

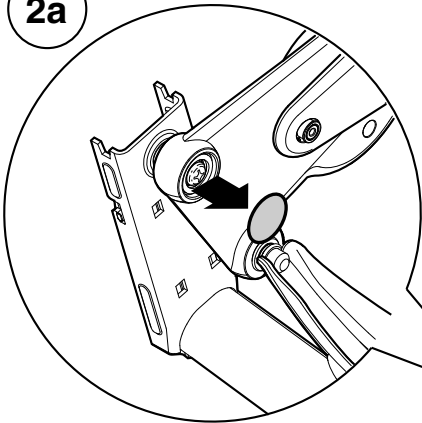


| Bins for components removed |               |
|-----------------------------|---------------|
| Steel                       | Polypropylene |
|                             |               |

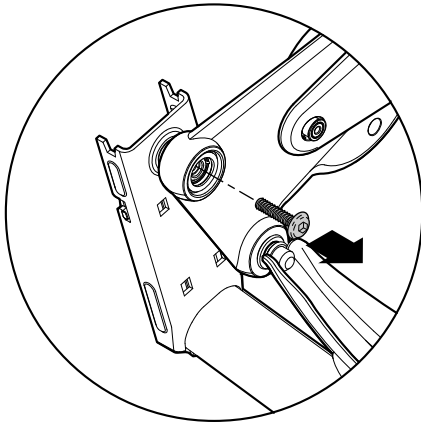
Back Disassembly

- 1. Position chair upright.
- 2. Pop screw covers out (2a) and remove upper pivot screws (2b).
- 3. Pop screw covers out and remove lower pivot screws.

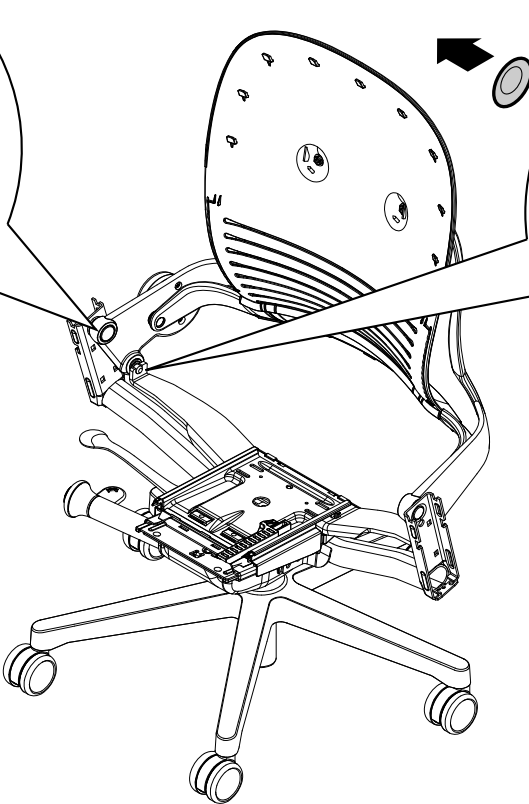
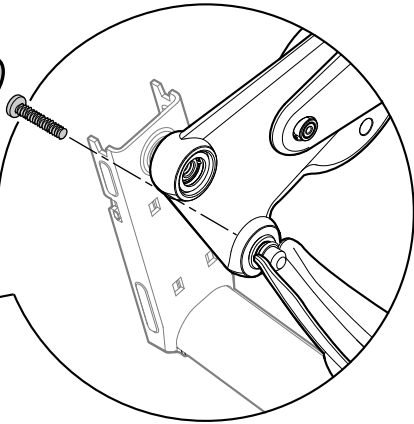
2a

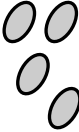


2b



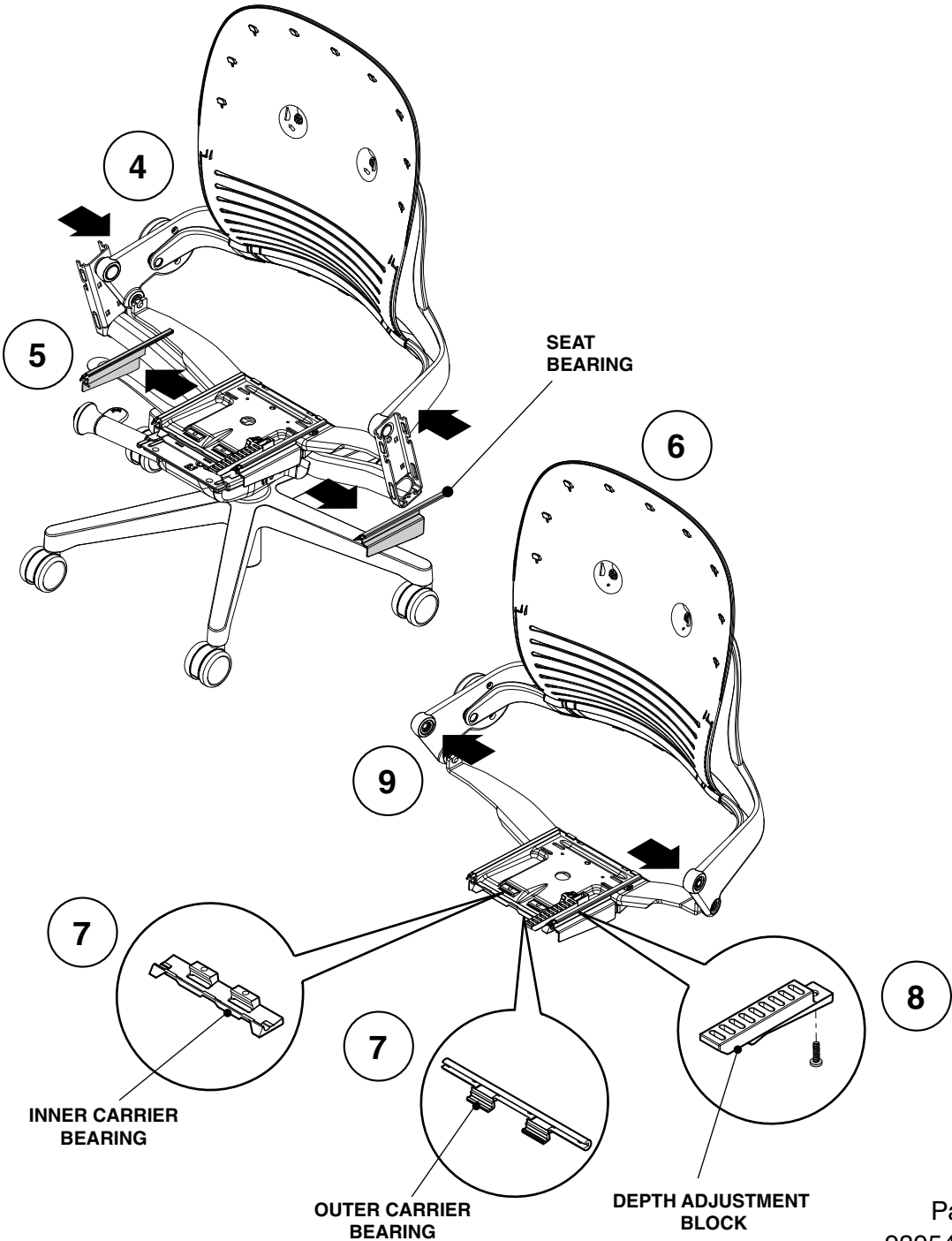
3



| Bins for components removed                                                         |                                                                                     |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Steel                                                                               | Polypropylene                                                                       |
|  |  |

Back Disassembly

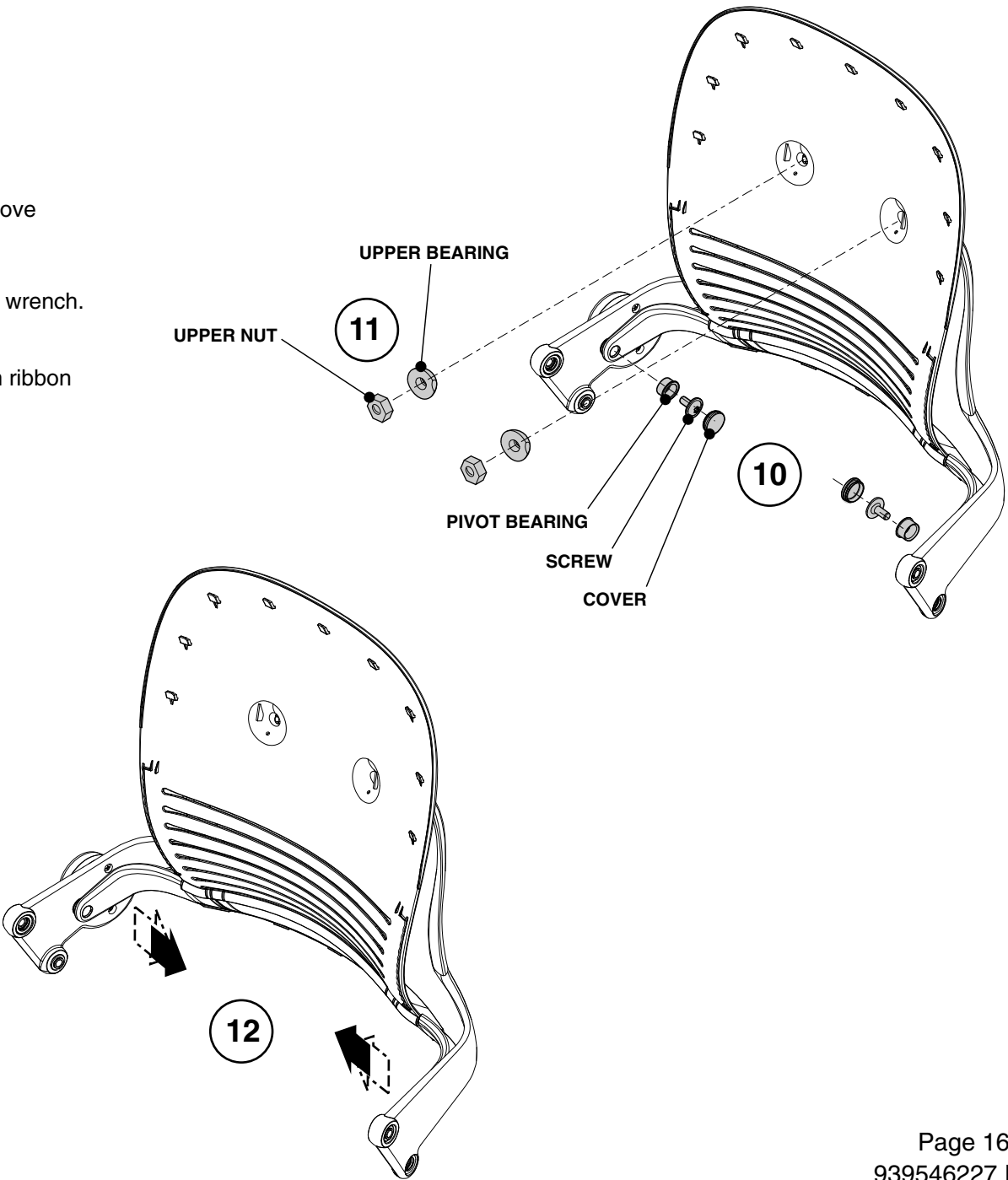
- 4. Compress back frame inward off arm rivets at points as indicated.
- 5. Remove seat bearings.
- 6. Remove back frame and seat carrier from chair.
- 7. Remove inner and outer carrier bearings.
- 8. Unscrew depth adjustment block to remove.
- 9. Remove seat carrier assembly from back frame assembly by pressing outward.



| Bins for components removed |       |        |
|-----------------------------|-------|--------|
| Steel                       | Nylon | Acetal |
|                             |       |        |

Back Disassembly

- 10. Pop screw covers off lower pivot screws, then remove screws and pivot bearing.
- 11. Remove upper nuts and bearing using 1/2" socket wrench.
- 12. Compress back shell frame inward to remove from ribbon assembly.



| Bins for components removed |        |               |
|-----------------------------|--------|---------------|
| Steel                       | Acetal | Polypropylene |
|                             |        |               |

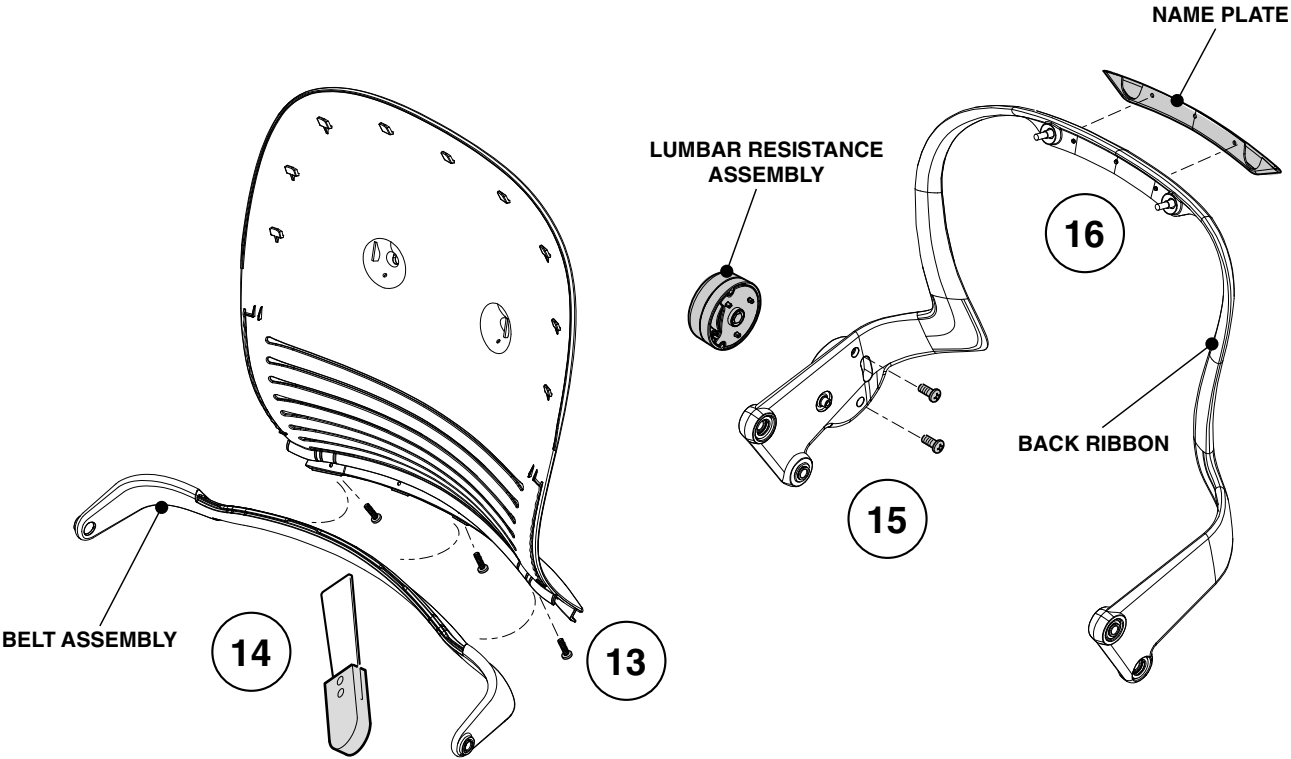
13. Remove 3 screws from under belt assembly

14. Remove belt assembly by prying along edge with 2" putty knife.

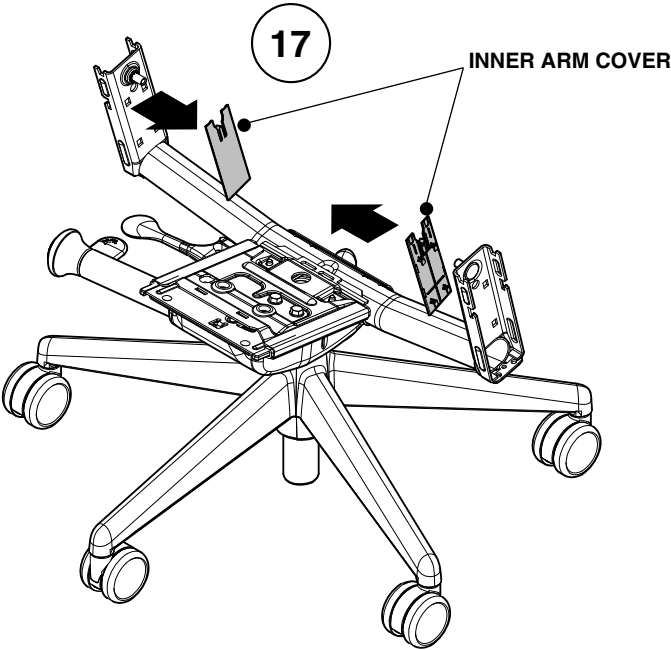
15. Remove two, (2), screws to disengage lumbar resistance assembly.

16. Pry name plate from back ribbon using flat-bladed screwdriver.

17. Remove inner arm covers.

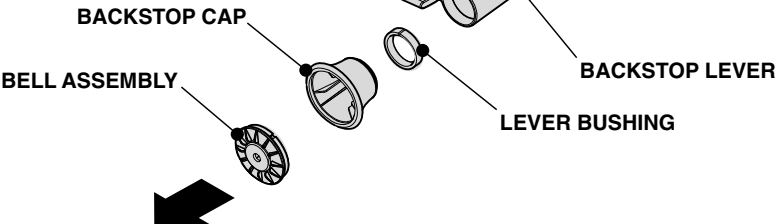
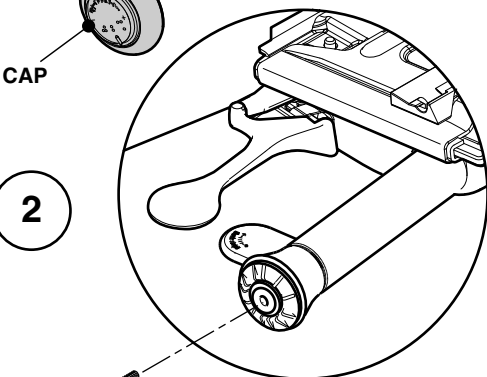
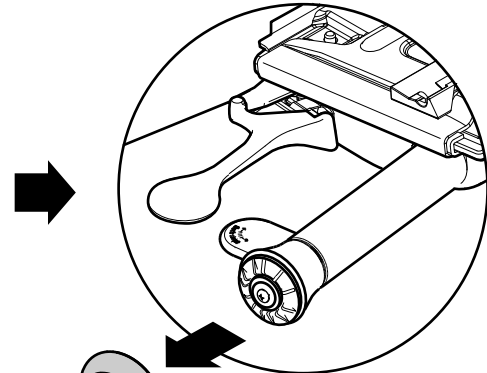
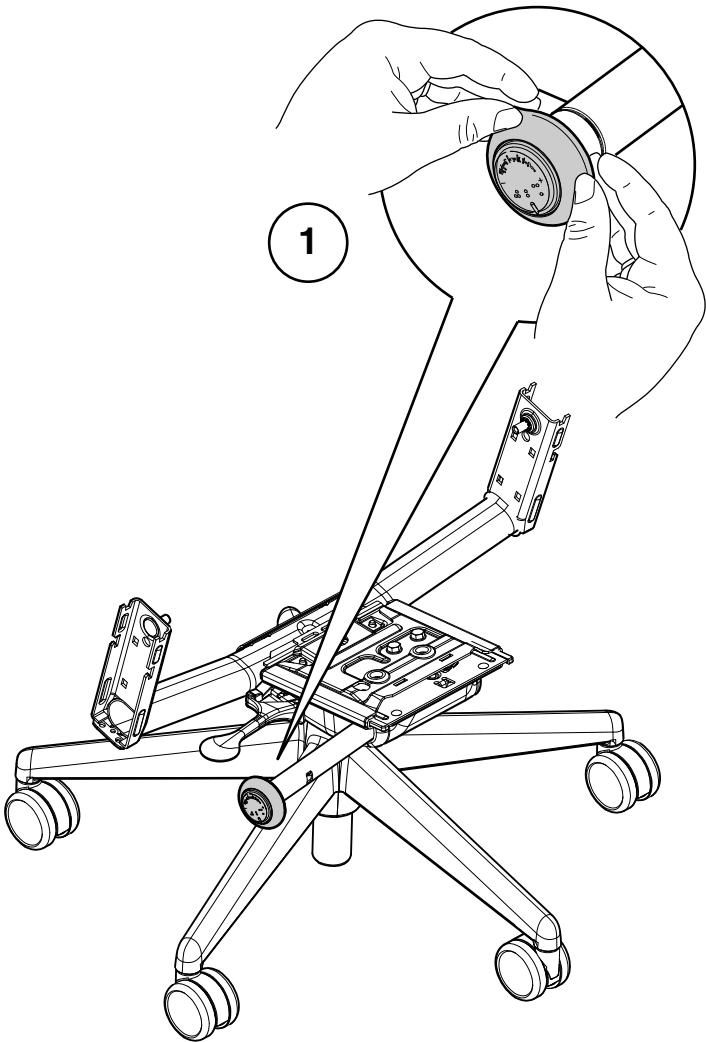


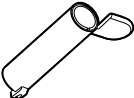
| Bins for components removed |     |               |       |
|-----------------------------|-----|---------------|-------|
| Steel                       | ABS | Polypropylene | Scrap |
|                             |     |               |       |



Chair Control Disassembly

- 1. Peel cap from upper back force control knob.
- 2. Turning clockwise, remove the **LEFT HANDED** screw from clutch puck.
- 3. Remove bell assembly, lever bushing, and variable backstop lever and cap.



| Bins for components removed                                                         |                                                                                                                                                                            |                                                                                     |                                                                                     |
|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Steel                                                                               | Nylon                                                                                                                                                                      | Polypropylene                                                                       | Scrap                                                                               |
|  | <br> |  |  |

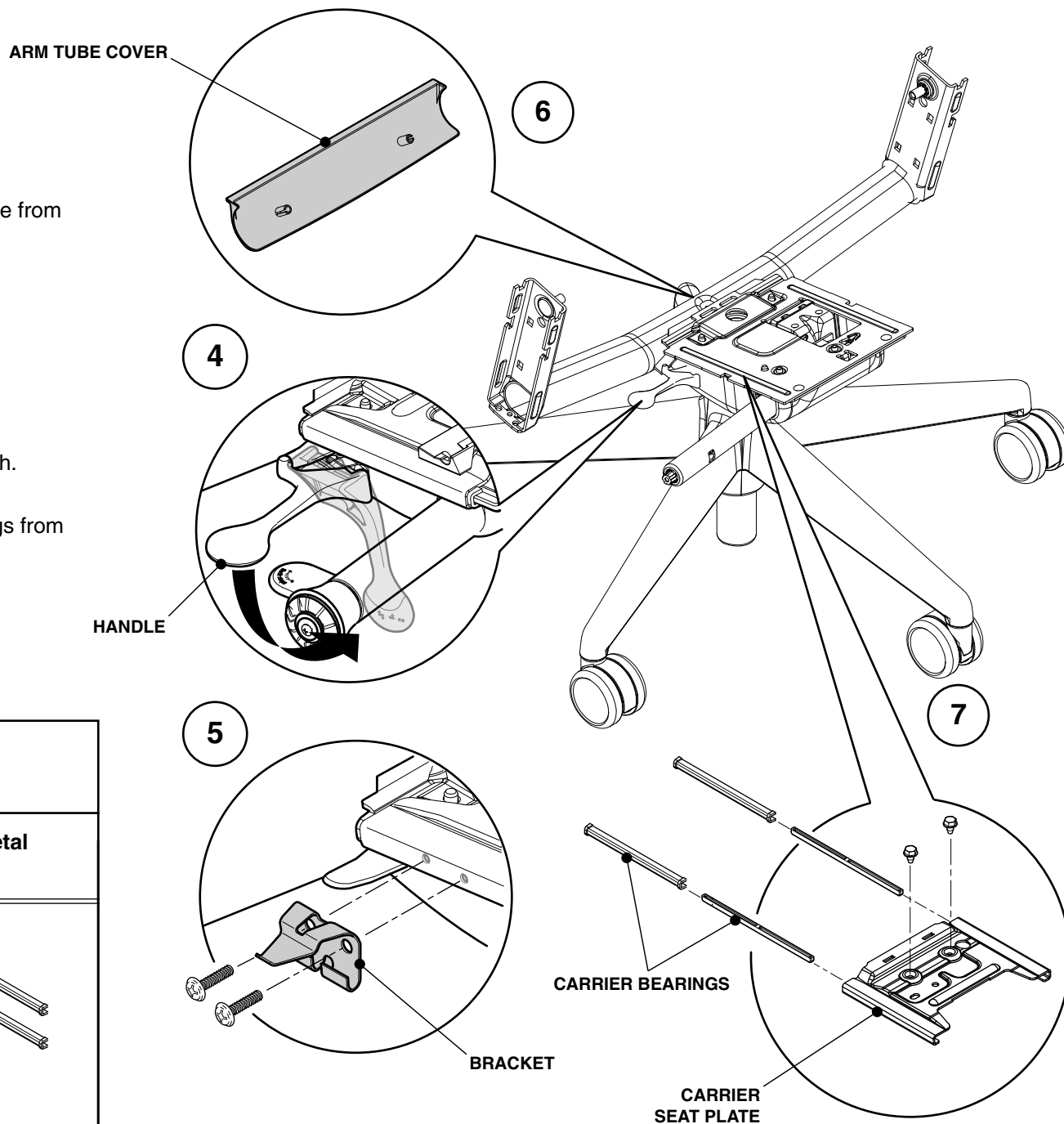
**4.** Push down on handle until it breaks loose from the bracket.

**5.** Loosen fasteners and remove bracket.

**6.** Remove arm tube cover from arm tube assembly.

**7.** Remove bolts using a 1/2" socket wrench.

**8.** Pull carrier seat plate and carrier bearings from front of control mechanism assembly.



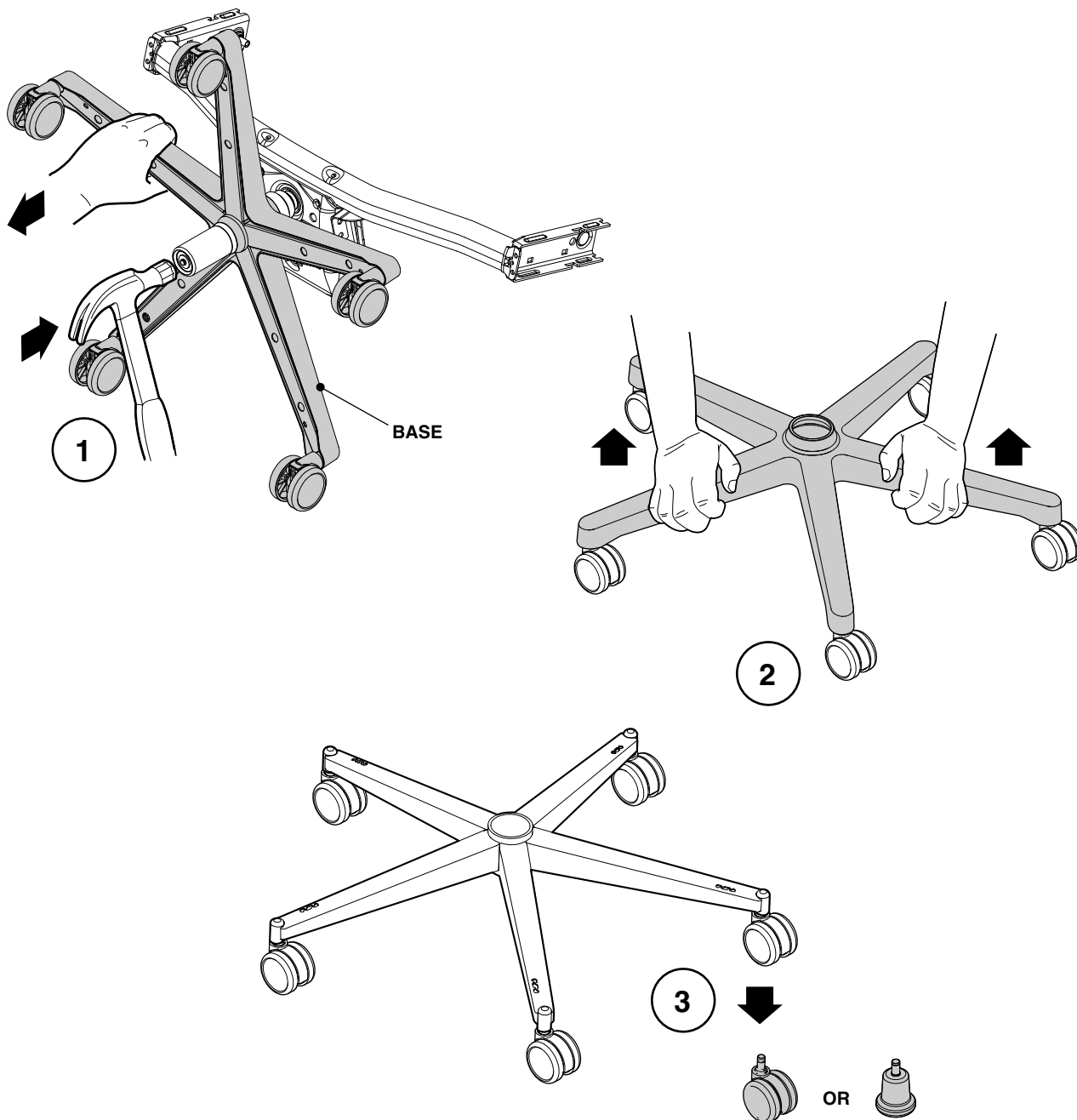
| Bins for components removed |       |        |
|-----------------------------|-------|--------|
| Steel                       | Nylon | Acetal |
|                             |       |        |

## Base Disassembly

**1.** Position chair as shown. Hit bottom of the cylinder with a hammer while pulling forward on the chair base to remove base. Recycle control and cylinder assembly.

**2.** Pry off base cap at edges.

**3.** Remove casters (or glides) from base.



| Bins for components removed |       |        |
|-----------------------------|-------|--------|
| Steel                       | Nylon | Scrap  |
|                             |       | <br>OR |