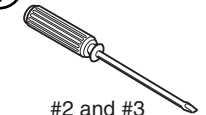
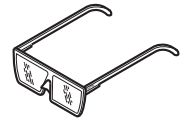
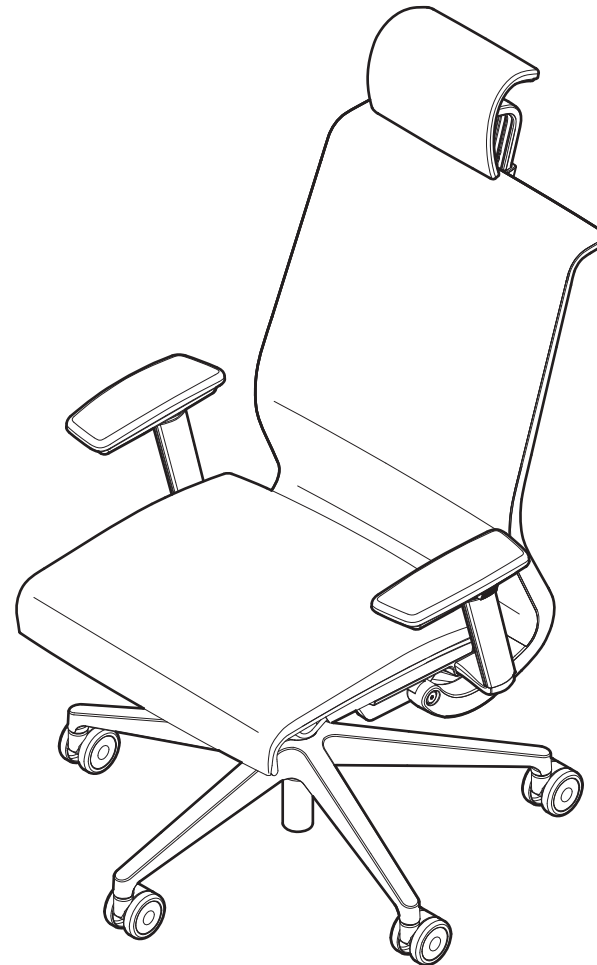
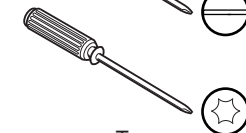
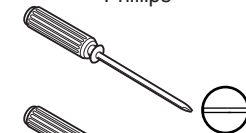


### Index

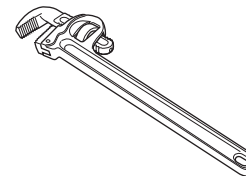
Topic	Page
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Installation of the Seat Cushion	3
Removal of the Back Cushion	4
Installation of the Back Cushion	5
Removal & Installation of the 3D Knit Back Cushion	6
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#2 and #3  
Phillips



Torx  
T15, T20 and T30  
(An Allen wrench can  
be substituted if a torx  
drive is not available)



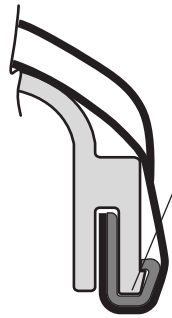
If you have a problem, question, or request, call your local dealer, or Steelcase Line 1 at **888.STEELCASE** (888.783.3522) for immediate action by people who want to help you.

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

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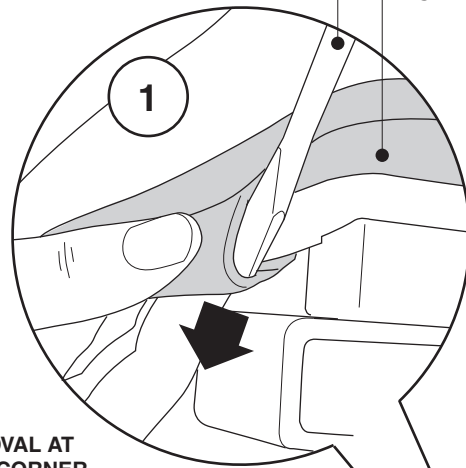
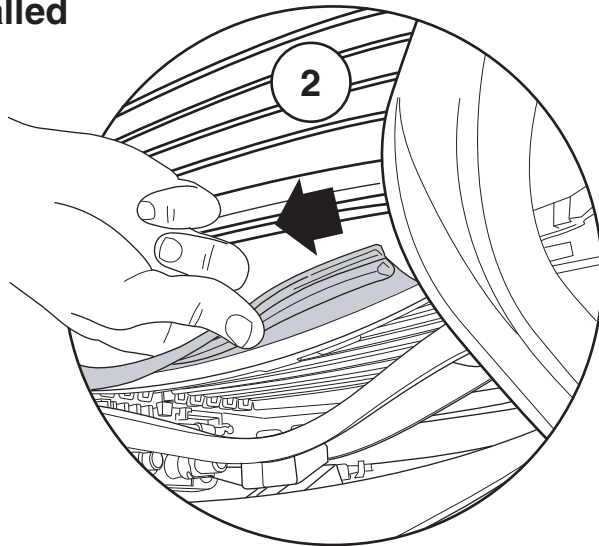
Printed in U.S.A.

### Removal of the Seat Cushion

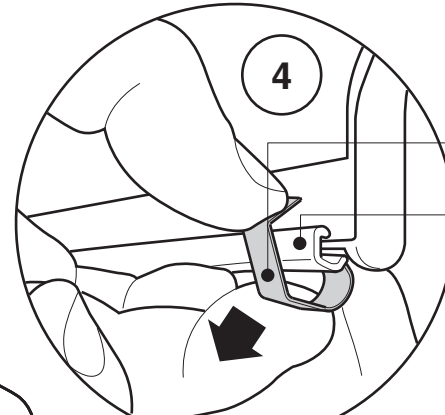
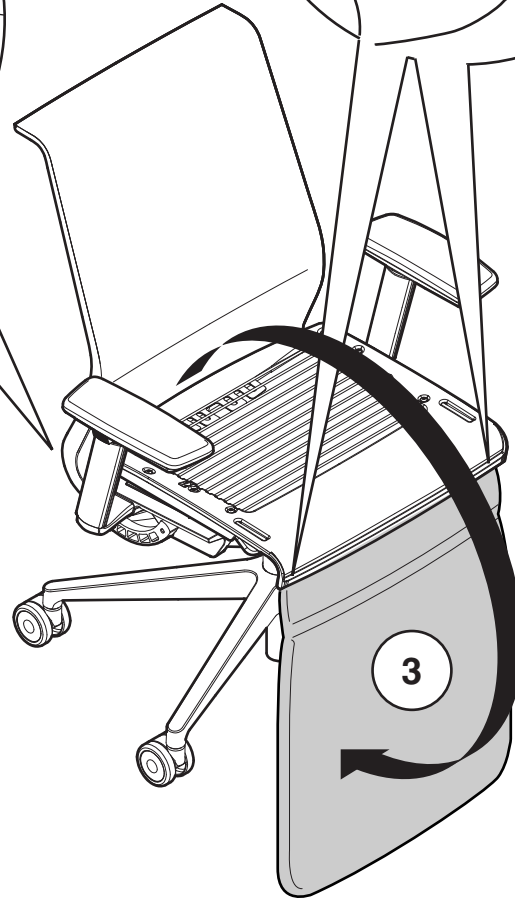


START REMOVAL AT BACK/REAR CORNER OF THE SEAT. CAREFULLY USE A FLAT-BLADED SCREWDRIVER TO PUSH THE J-CHANNEL OUT.

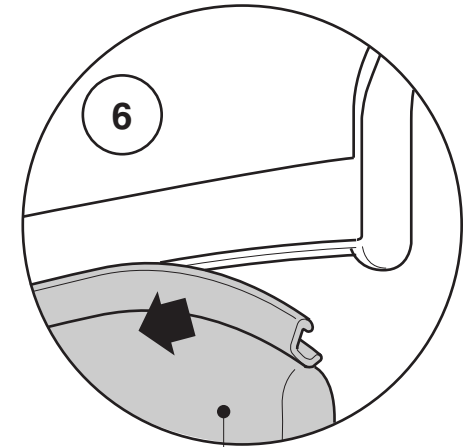
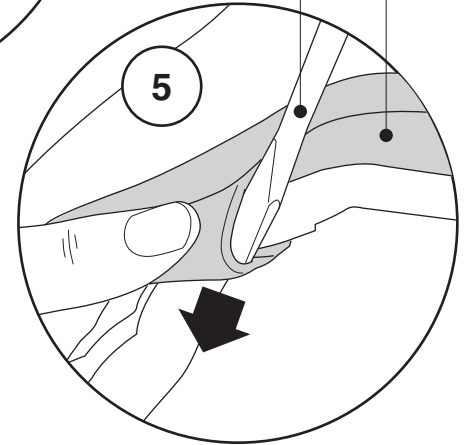
Side view of cushion installed



FLAT-BLADED SCREWDRIVER  
SEAT CUSHION

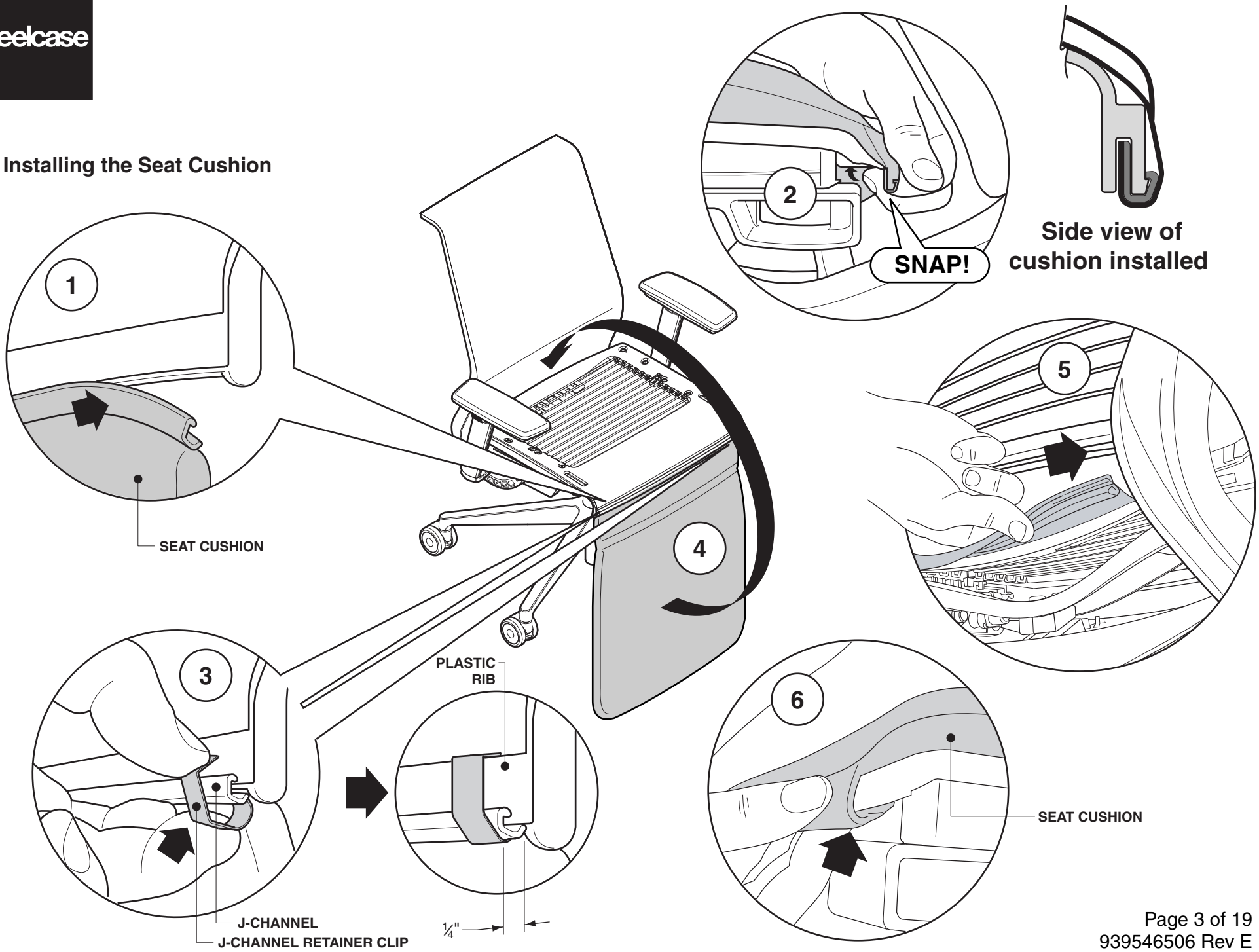


J-CHANNEL RETAINER CLIP  
J-CHANNEL  
SEAT CUSHION  
FLAT-BLADED SCREWDRIVER



SEAT CUSHION

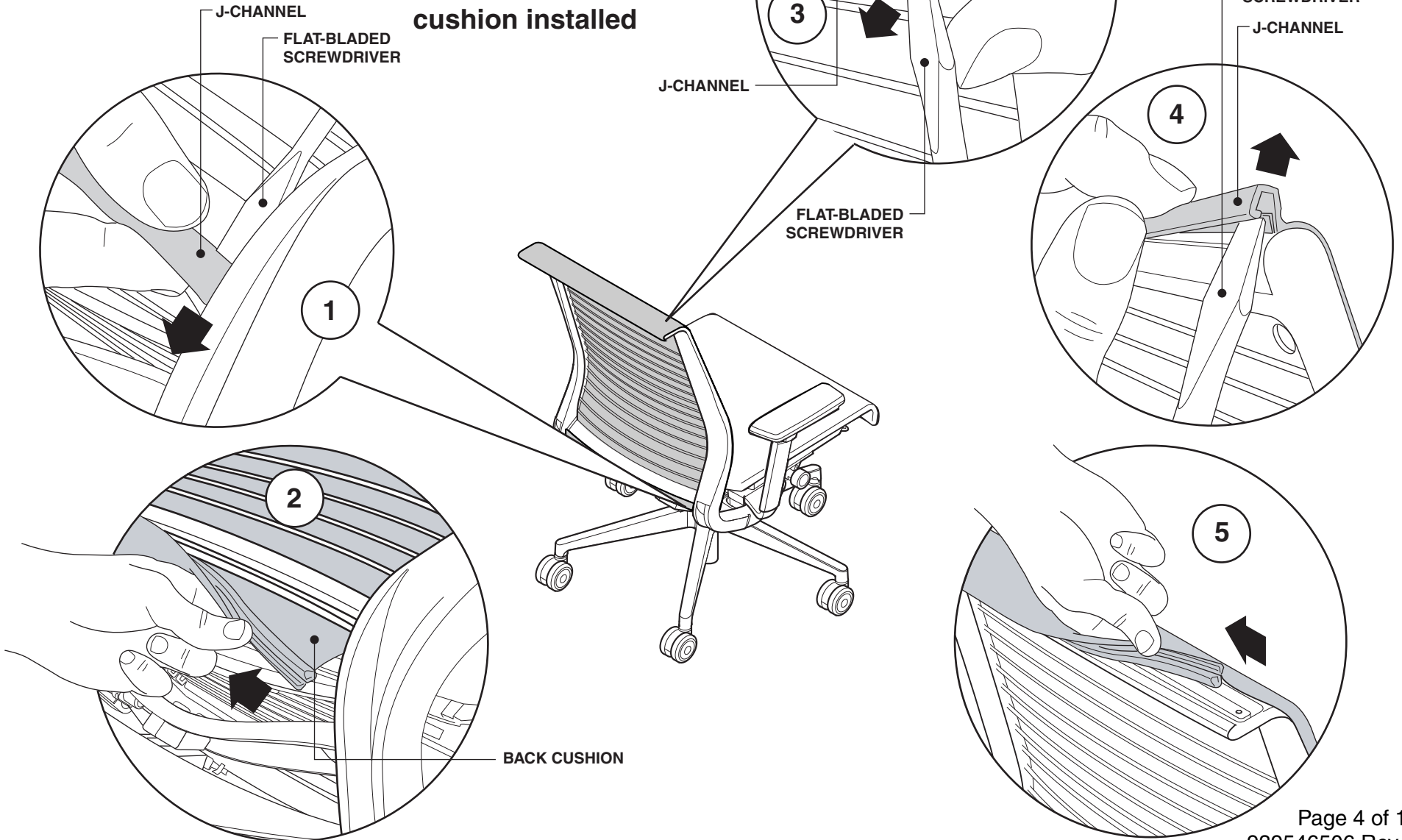
### Installing the Seat Cushion



START REMOVAL AT THE BOTTOM CORNER OF THE BACK. CAREFULLY USE A FLAT-BLADED SCREWDRIVER TO PUSH THE J-CHANNEL OUT.

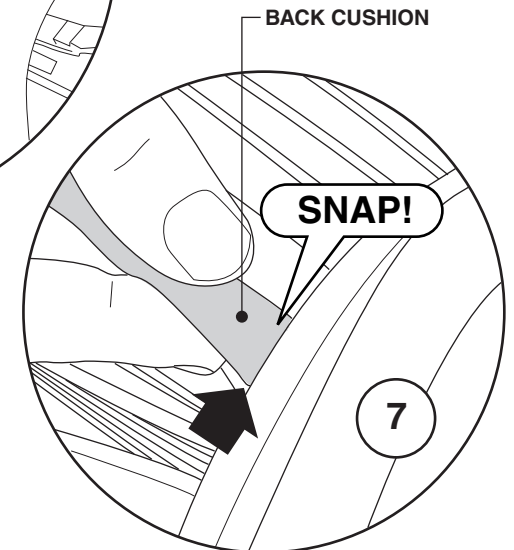
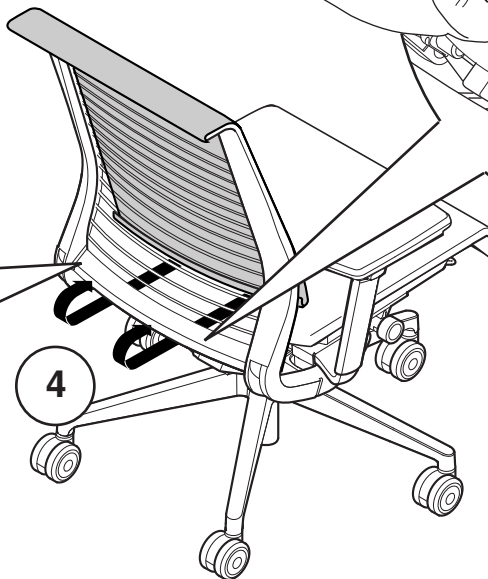
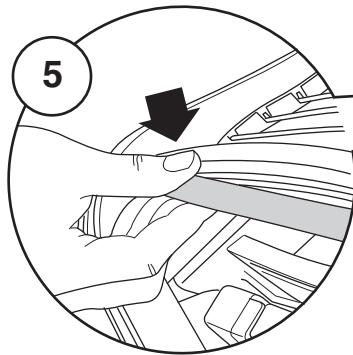
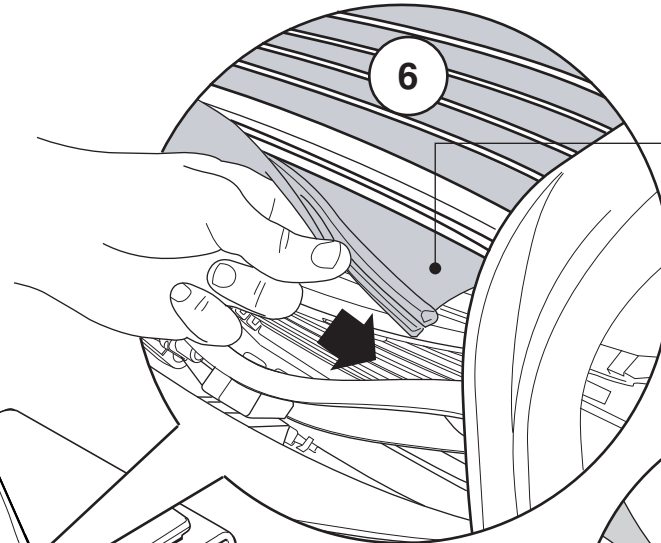
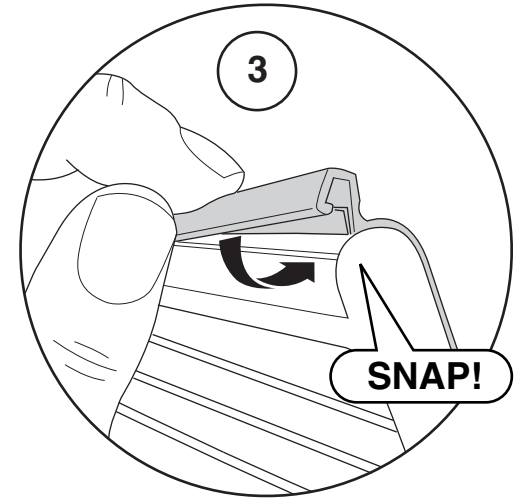
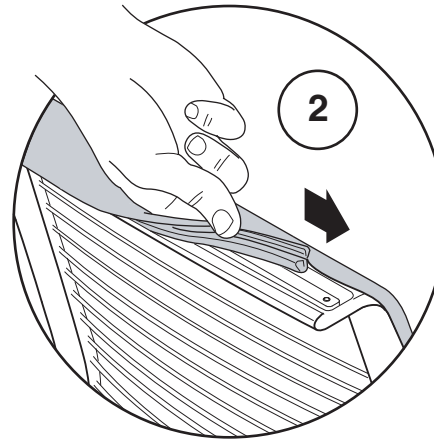
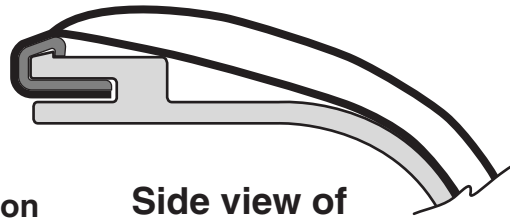
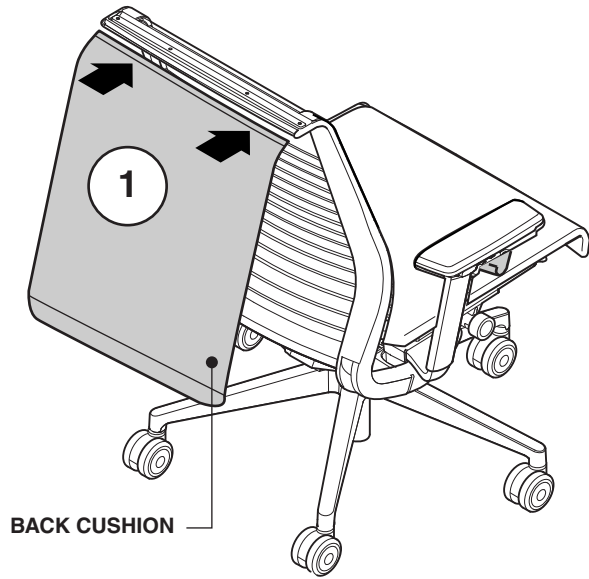
### Removal of the Back Cushion

Side view of cushion installed



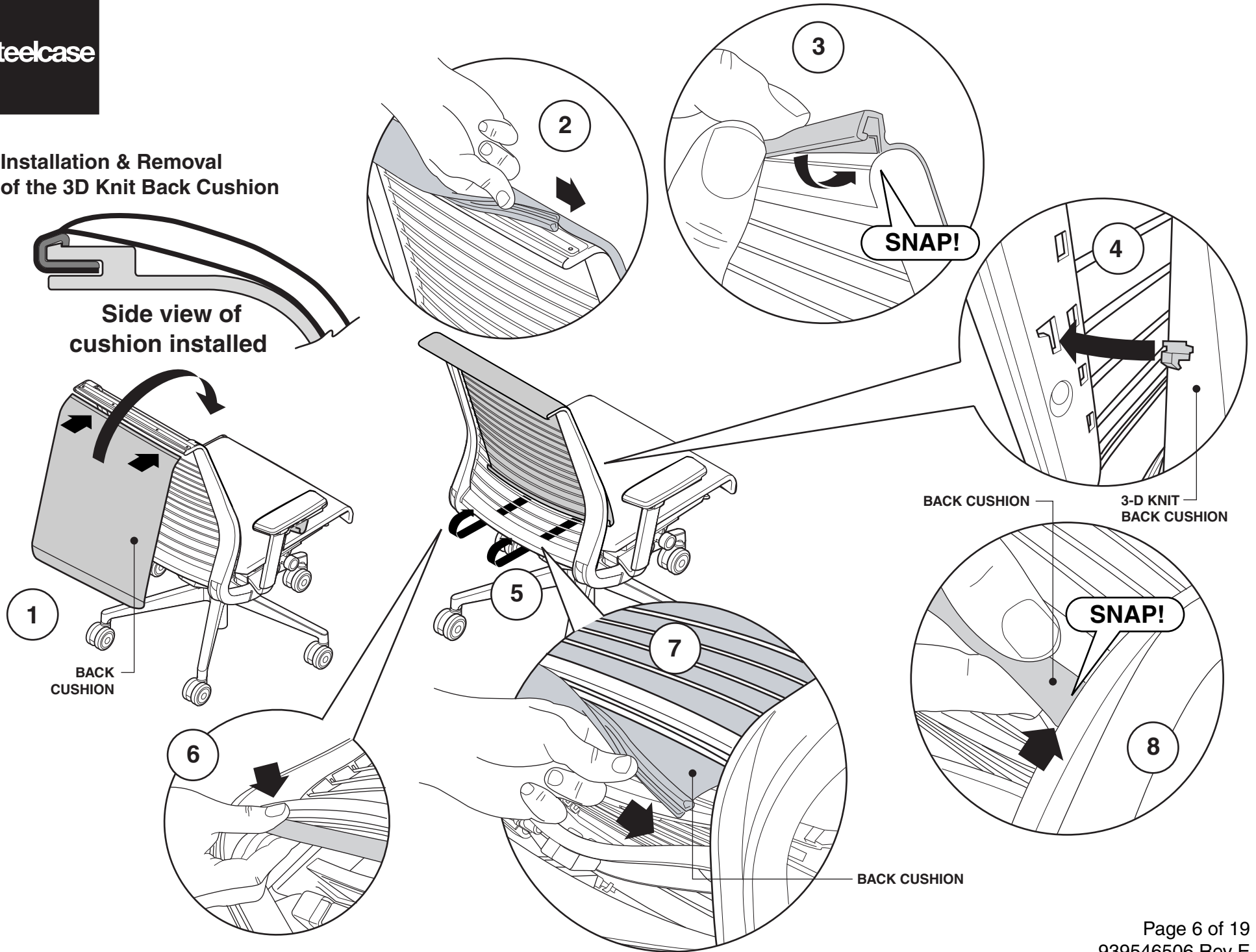
Installing the Back Cushion

Side view of cushion installed





Installation & Removal  
of the 3D Knit Back Cushion



## Installation of the Headrest

**1.** Slide the headrest support bracket under fabric into position.

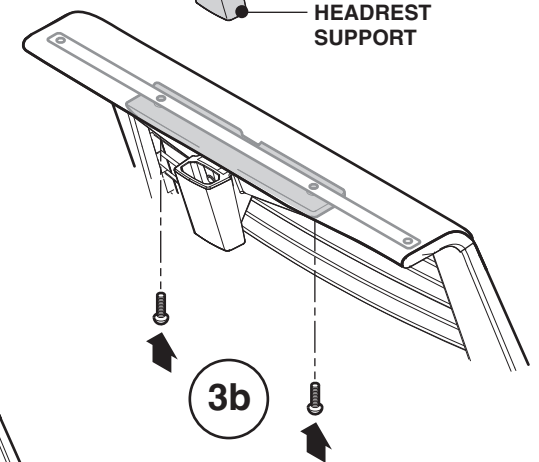
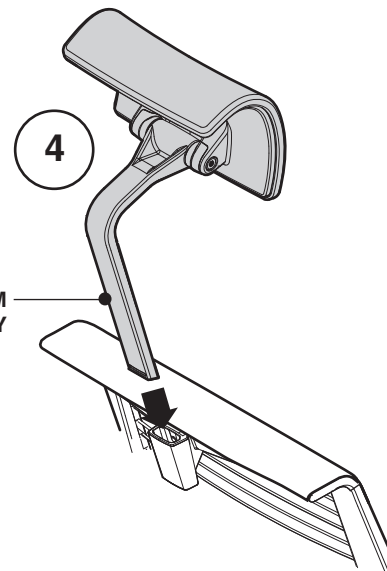
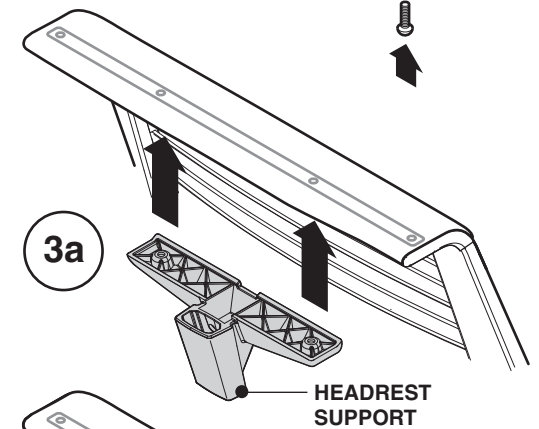
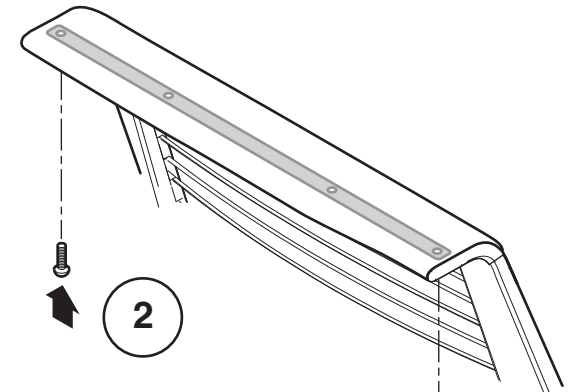
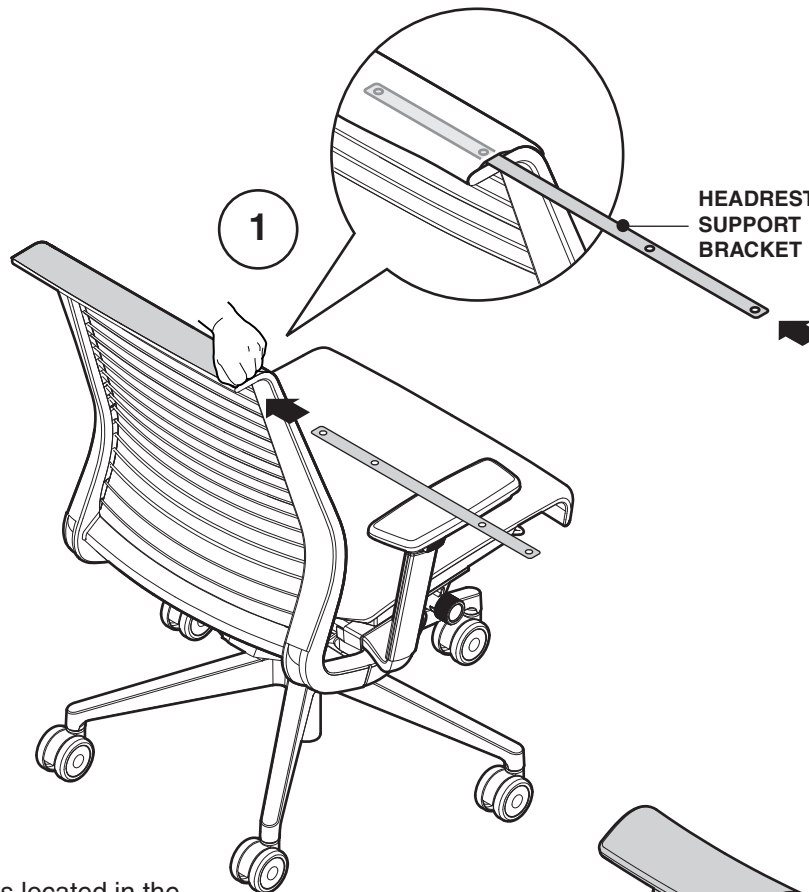
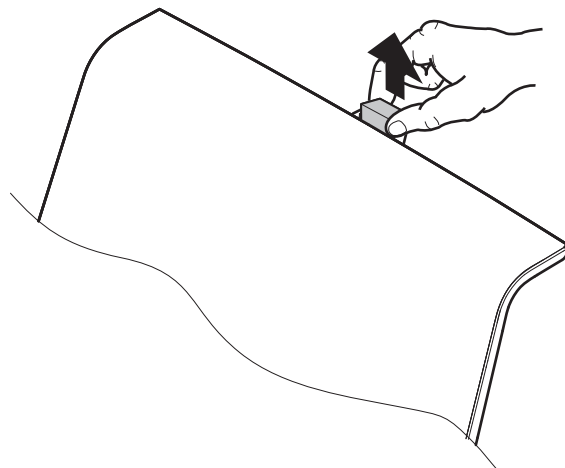
**NOTE:** May be easier to remove back cushion first.

**2.** Install two (2) outside screws into headrest support bracket.

**3.** Mount headrest support with two (2) inside screws.

**4.** Slide headrest arm assembly into headrest support.

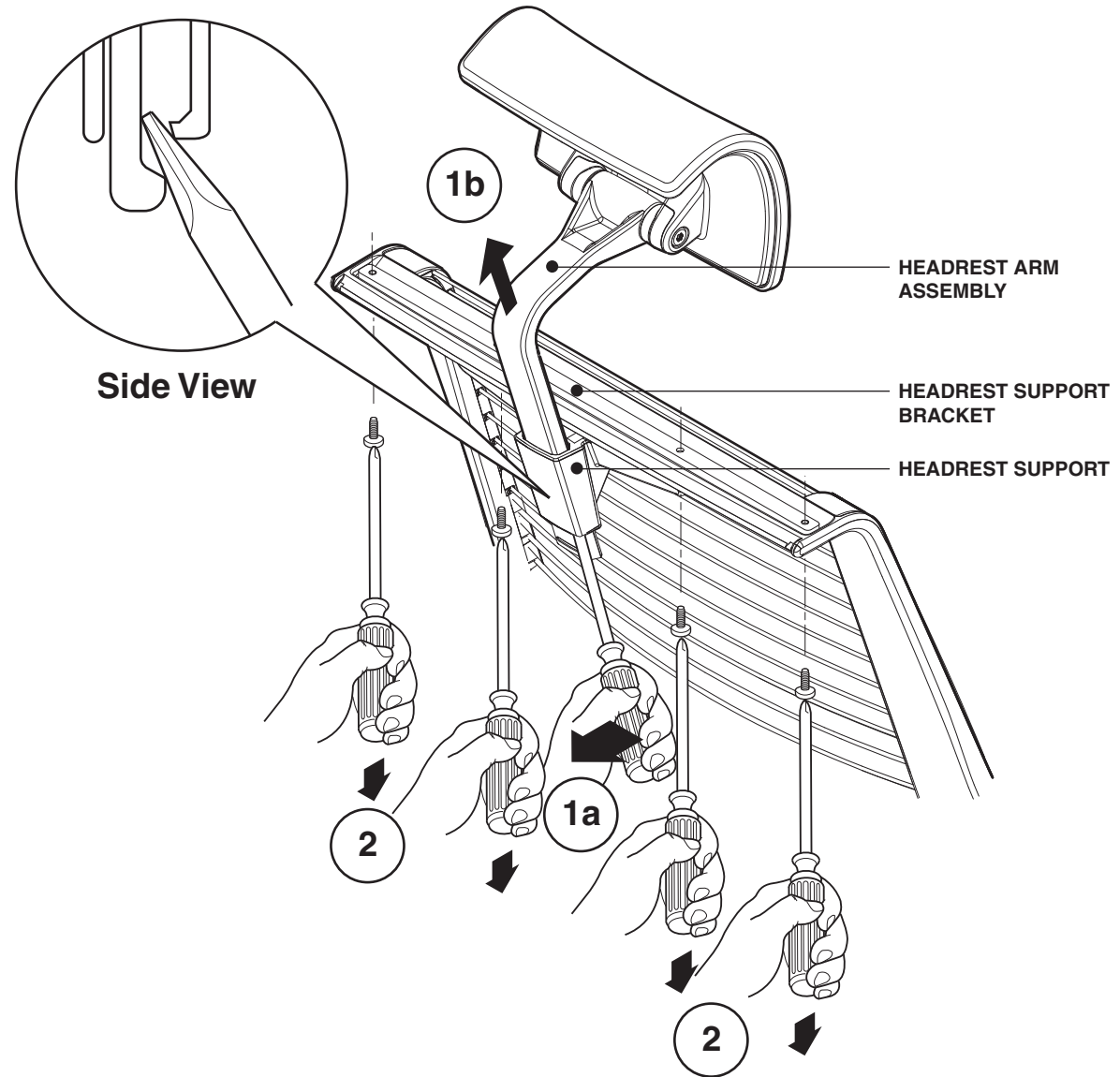
**NOTE:** If a shipping plug is located in the headrest support, lift the plug out before installing the headrest arm assembly.



## Removal of the Headrest

**1.** Place a flat-bladed screwdriver under the headrest arm assembly and pry the headrest support outward (1a) to allow the headrest arm to slide out (1b).

**2.** Remove four (4) screws on the back frame with a torx T20 screwdriver and remove the headrest support bracket and the headrest support.



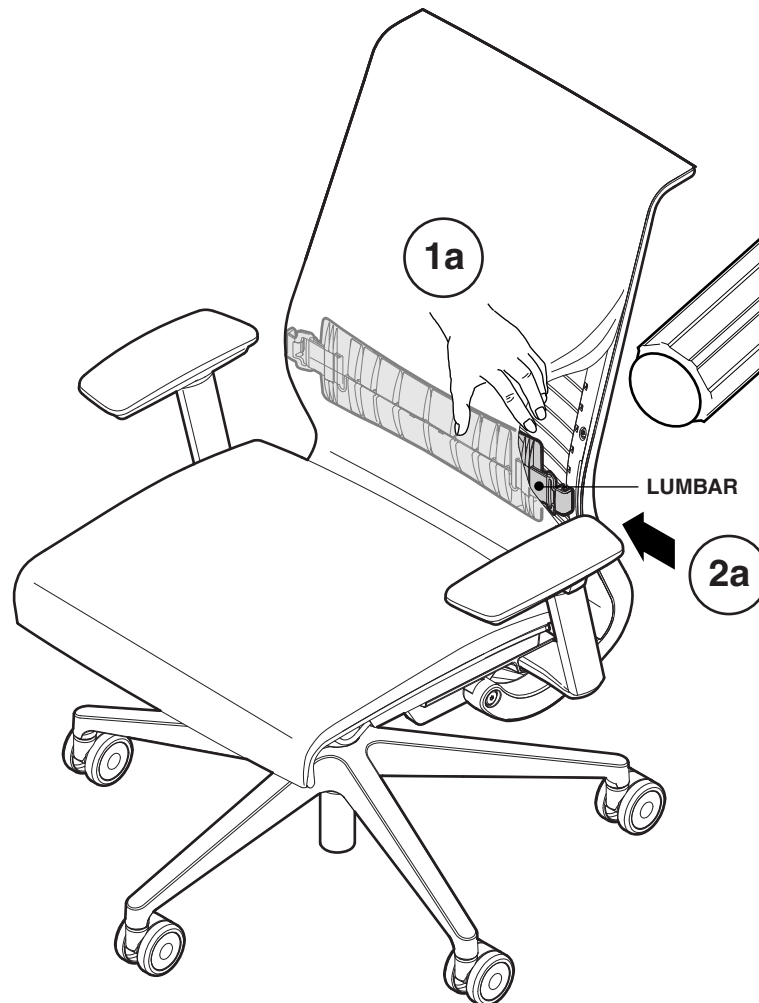
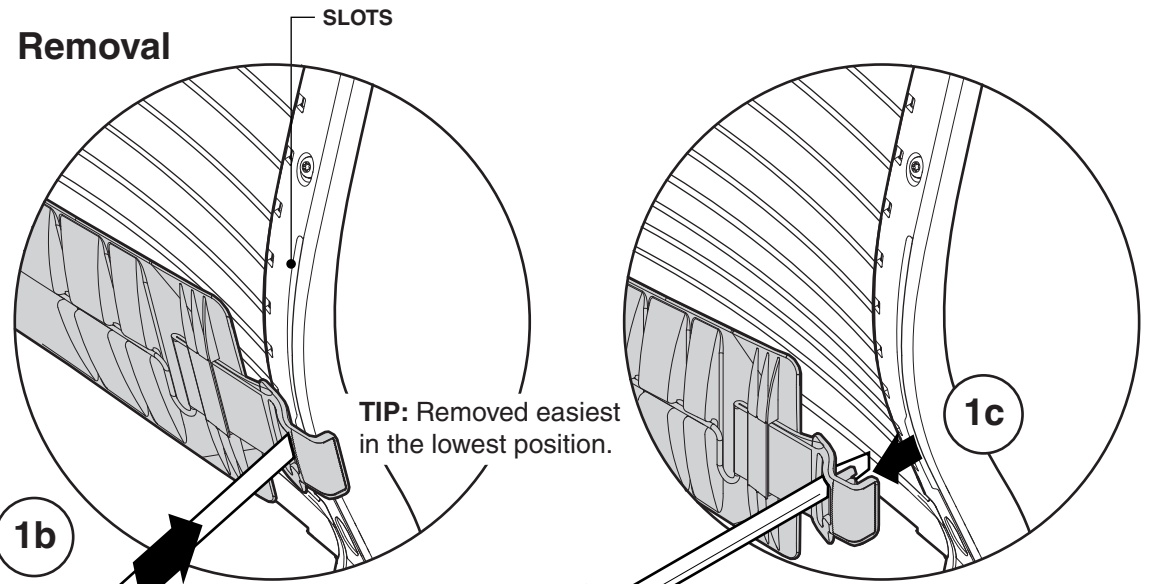


### Removal & Installation of the Lumbar

**1.** Slide the cushion over (1a). Insert a flat bladed screwdriver into the lumbar to release the clip (1b). While the screwdriver is still installed into the lumbar, pull the lumbar clip away from the chair body (1c).

Repeat for the opposite side.

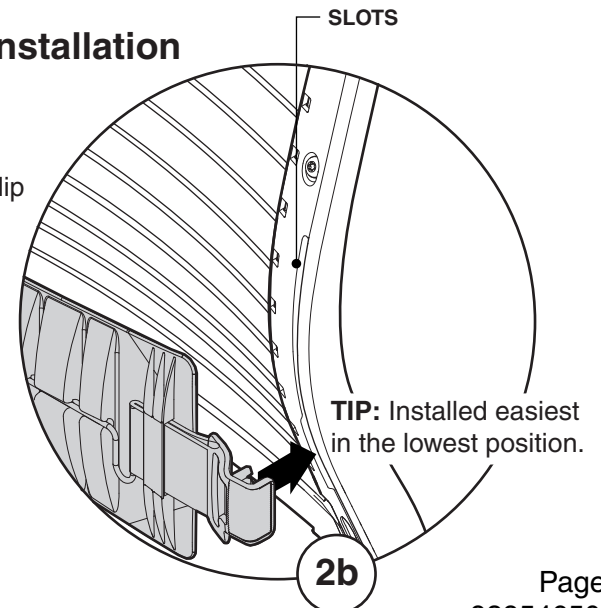
#### Removal



**2.** Slide the lumbar between the back cushion and the wires (2a). With your thumb, snap the lumbar clip into the slot in the chair body (2b).

Repeat for the opposite side.

#### Installation



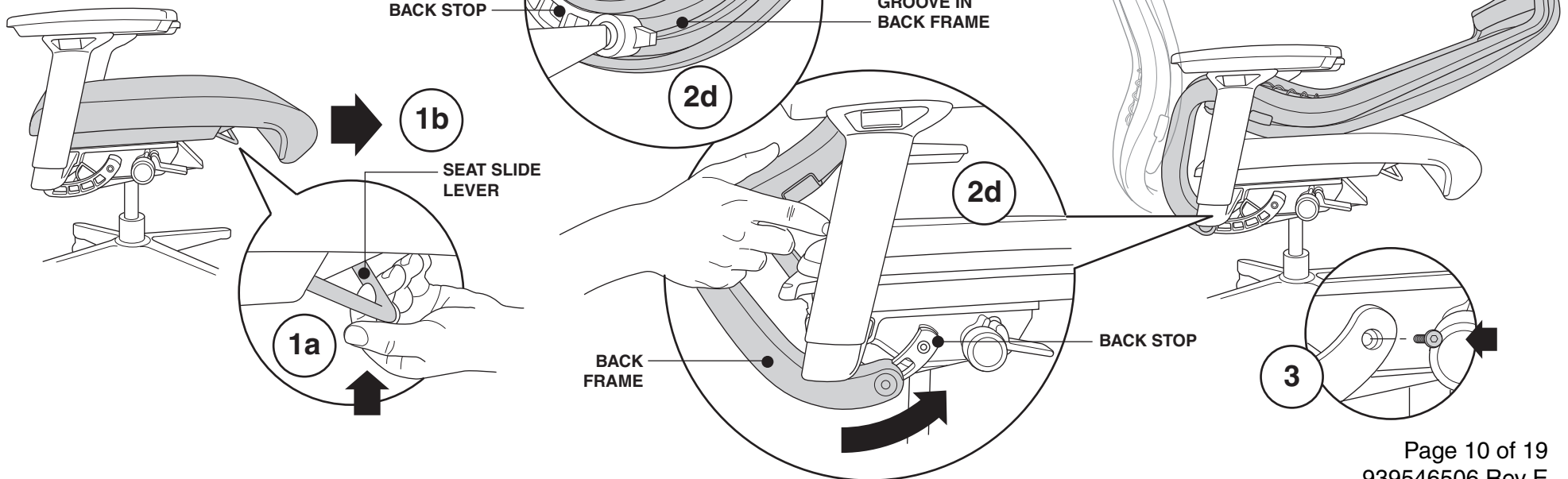
## Removal & Installation of the Back Frame

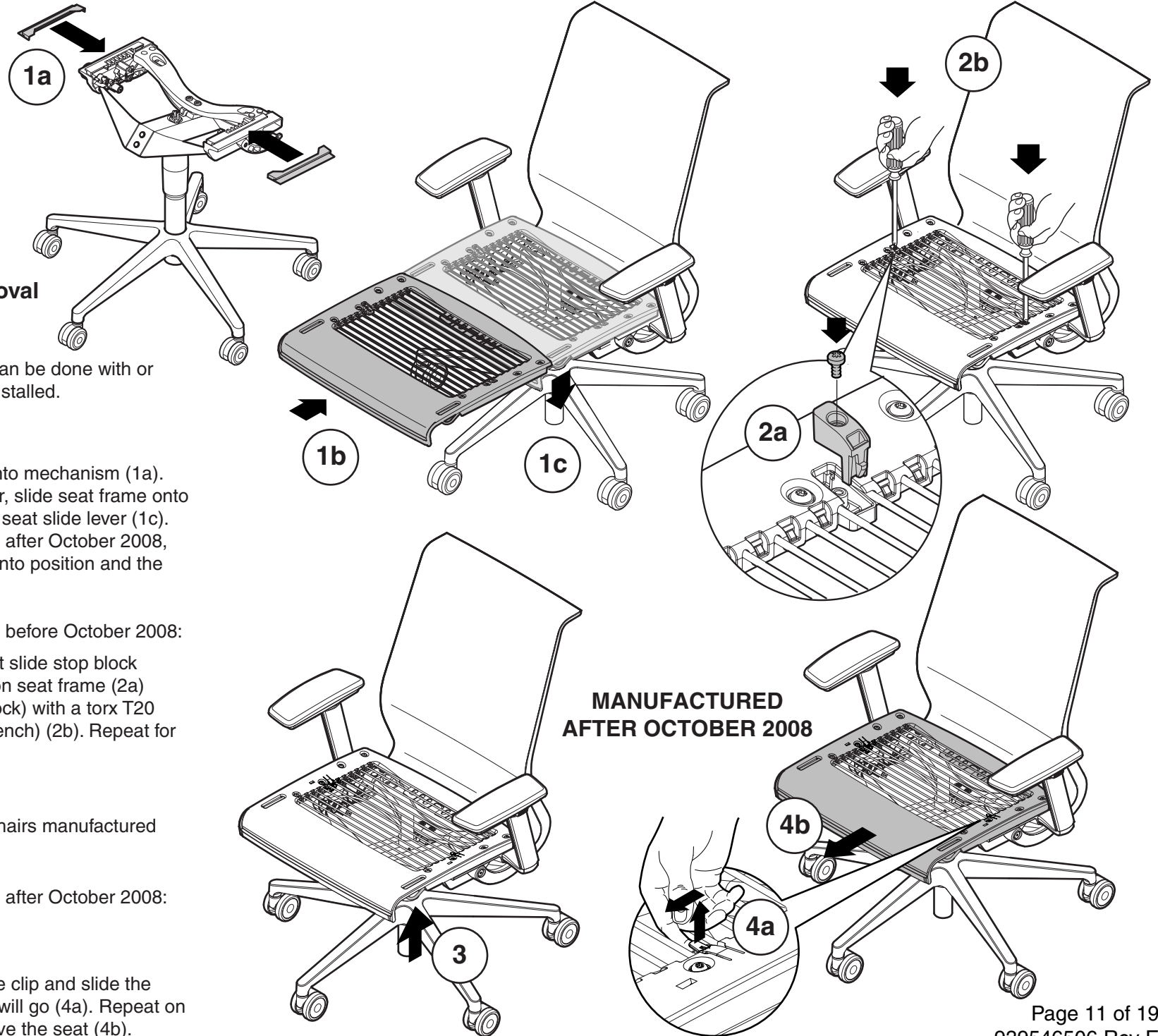
**1.** Lift seat slide lever (1a) and slide seat forward all the way (1b).

**2.** Lay back frame onto seat cushion (2a) and align backstops (2b). Holding onto the bottom of the back frame, rotate back frame (2c) and slide onto backstops (2d).

**3.** Install pivot screws, with a torx T30 screwdriver (or Allen wrench), on both sides of the back frame.

Reverse to remove.





**Installation & Removal of the Seat Frame**

**NOTE:** This operation can be done with or without the upholstery installed.

**Installation:**

**1.** Install black slides onto mechanism (1a). Lift up on seat slide lever, slide seat frame onto side rails (1b) and lower seat slide lever (1c). For chairs manufactured after October 2008, the clips have snapped into position and the installation is complete.

For chairs manufactured before October 2008:

**2.** Insert screw and seat slide stop block (colored in appearance) on seat frame (2a) (note position of stop block) with a torx T20 screwdriver (or Allen wrench) (2b). Repeat for opposite side.

**Removal:**

Reverse to remove for chairs manufactured before October 2008.

For chairs manufactured after October 2008:

**3.** Lift the seat bail.

**4.** Lift up on the release clip and slide the side forward as far as it will go (4a). Repeat on the other side and remove the seat (4b).

**MANUFACTURED AFTER OCTOBER 2008**

## Removal & Installation of the Arms Prior to October 3, 2005

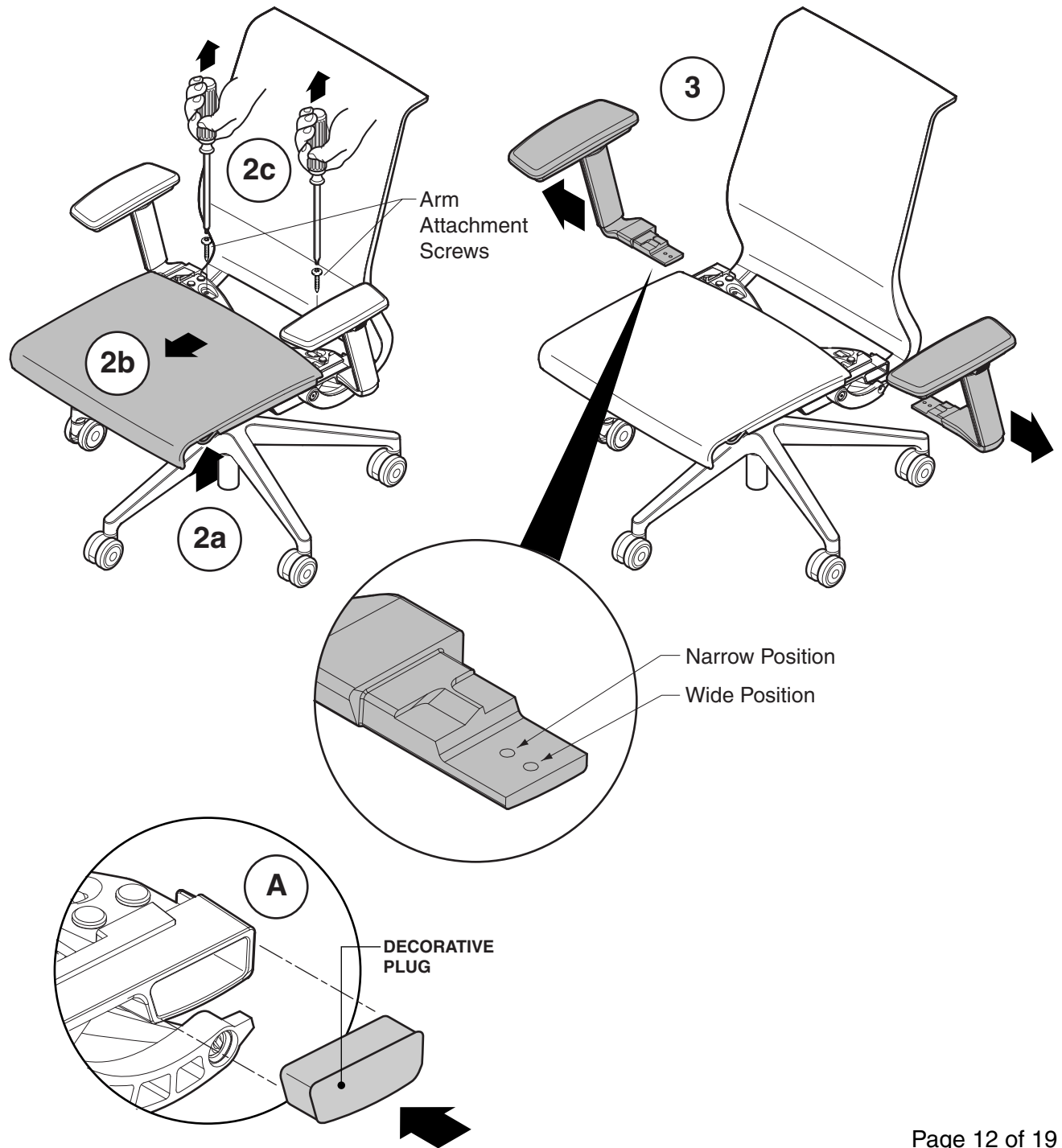
### Removal:

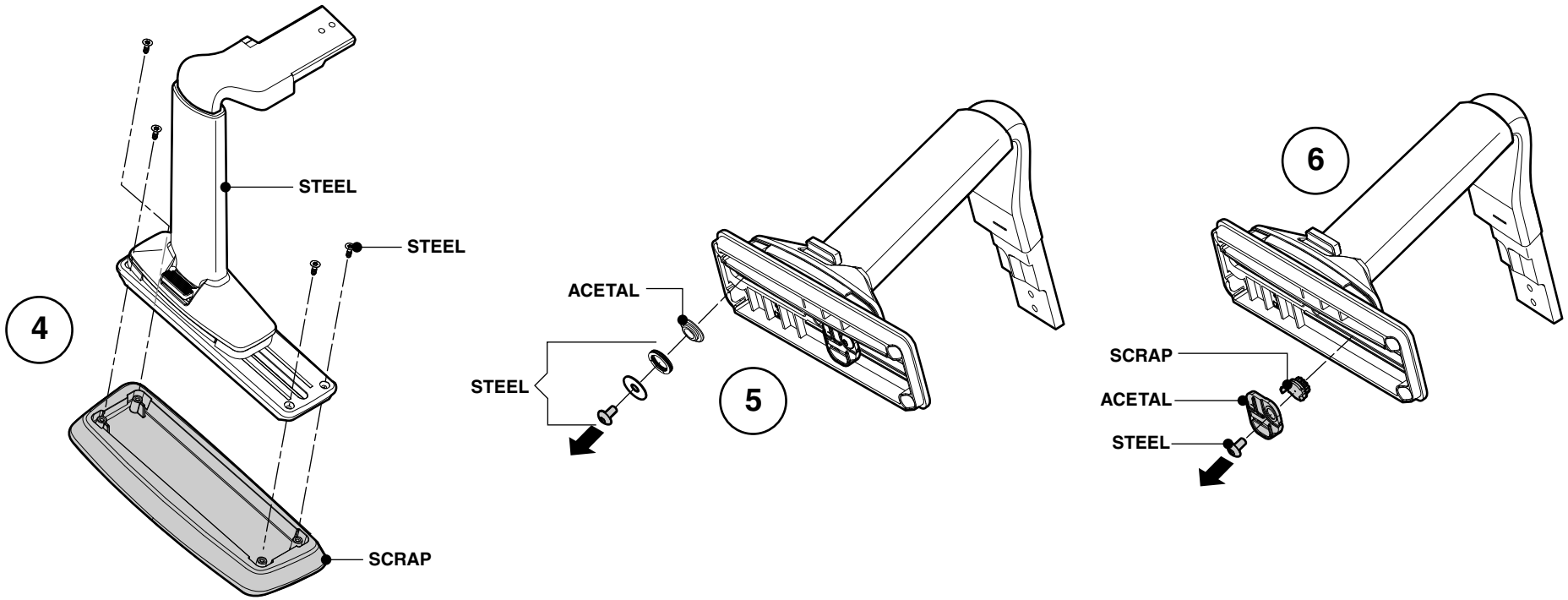
1. See page 11 for removal of the seat slide stop blocks.
2. Lift the seat slide lever (2a) and slide the seat frame forward (as shown on page 8) until you can see the arm attachment screws (2b). Remove arm attachment screws with a torx T30 or #3 phillips screwdriver (or Allen wrench) (2c).
3. Slide the arms out. Note which hole the arm screw was in. (Arms are shipped in the wide position).

### Installation:

Slide the new arm in and align the correct position hole. Tighten until fully seated using a torx T30 screwdriver (or Allen wrench). Repeat for the opposite side. Slide the seat frame back and re-install both seat slide stop blocks and the T20 torx screws as shown on page 8. Make sure not to strip the screws (hand tighten).

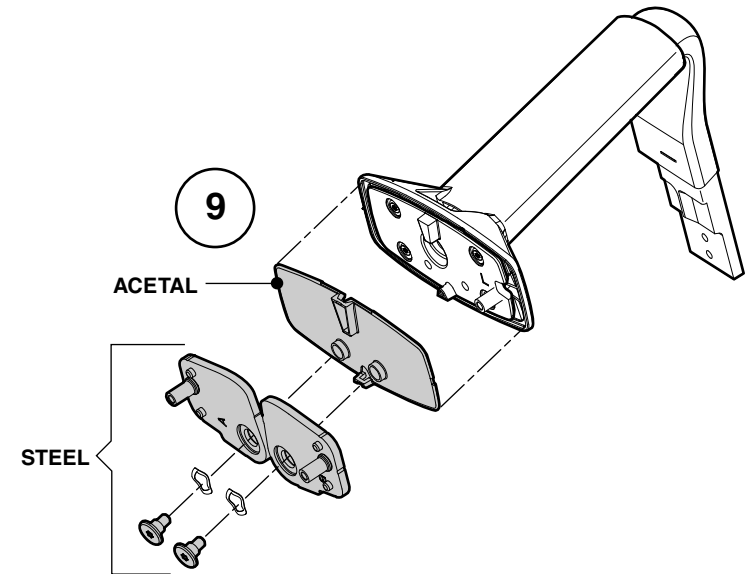
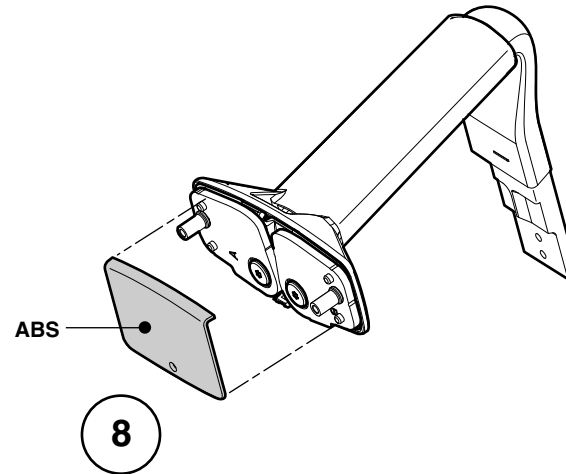
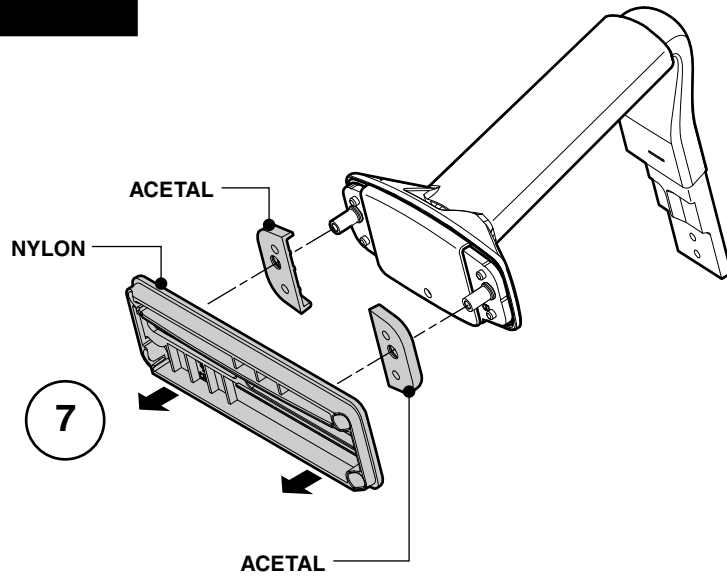
**A.** When arms are not in use, a plug may be inserted as a decorative effect (lightly tap).





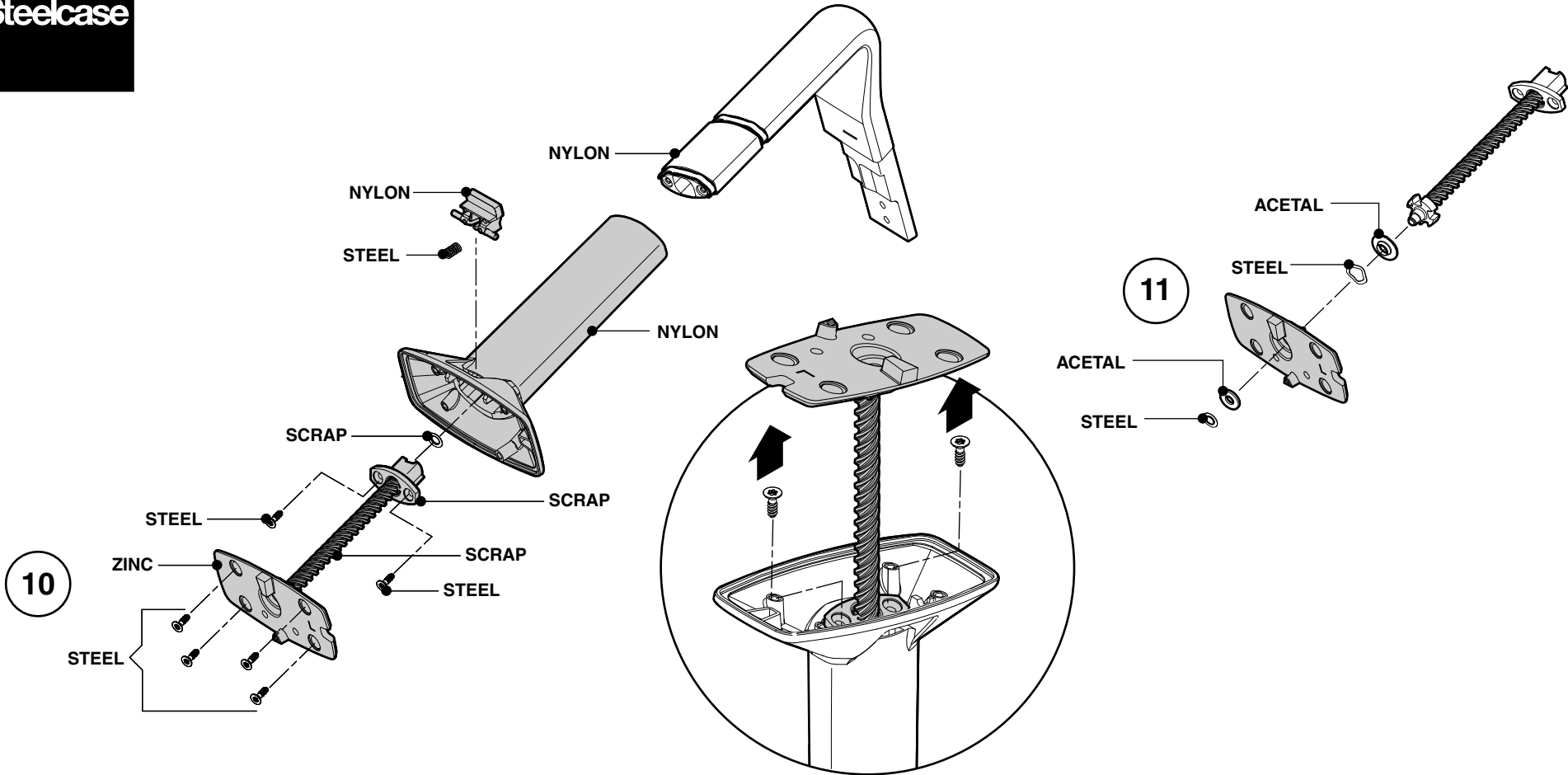
Bin for Components Removed		
Steel	Acetal	Scrap





## Bin for Components Removed

Steel	Acetal	Nylon	ABS



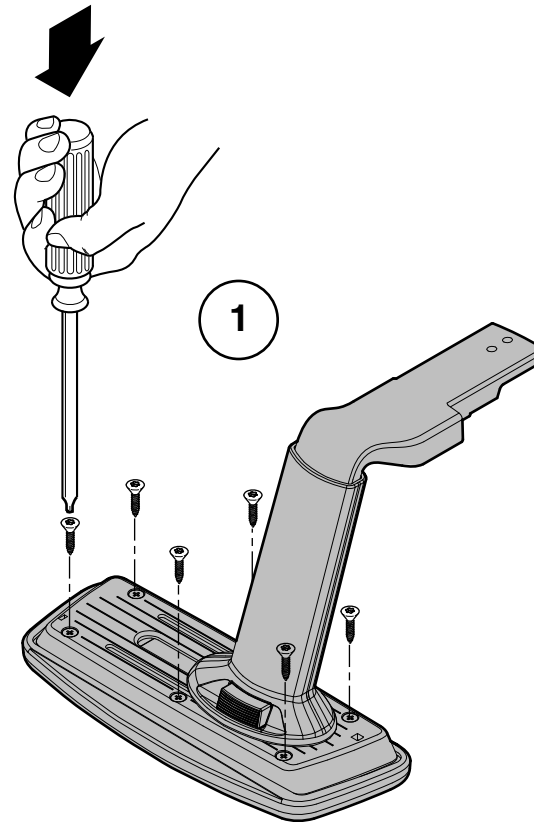
## Bin for Components Removed

Steel	Acetal	Nylon	ZINC	SCRAP

## Replacement of the Arm Cap

**1.** Install six (6) screws, with a torx T20 screwdriver (or Allen wrench), to secure the arm cap.

Reverse to remove.



## Removal & Installation of the Mechanism

1. See page 11 for removal of seat, page 10 for removal of back frame and page 12 for removal of arms.

2. Snap cable attachment clip out of the swing cam bracket by pushing outward on cable attachment clip.

3. Remove cable from attachment post.

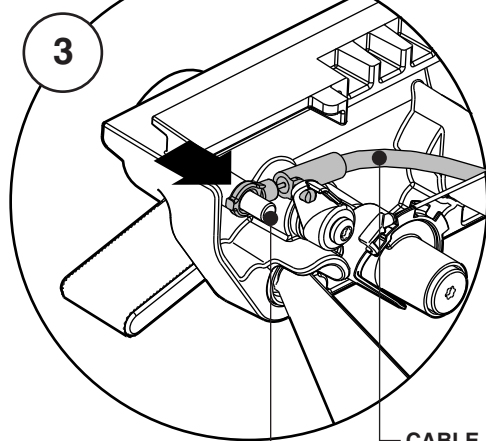
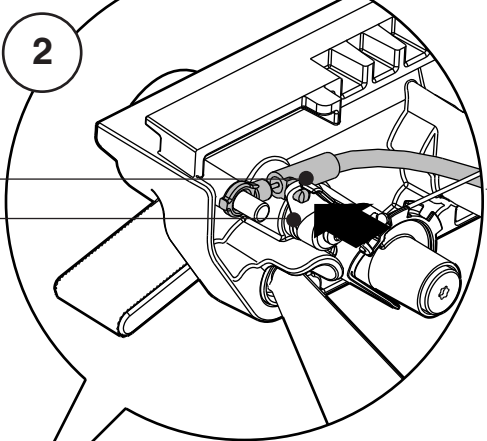
4. Pry other end of cable up from attachment bracket with a flat bladed screwdriver (4a) and remove cable from pneumatic cylinder adjustment bracket (4b).

5. Remove black slides from mechanism.

6. See page 19 for removal of cylinder from chair control mechanism.

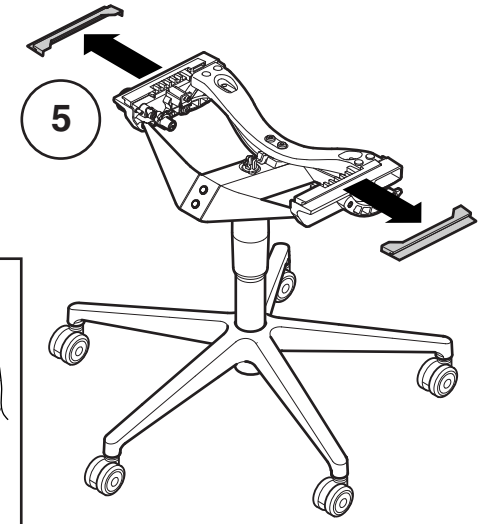
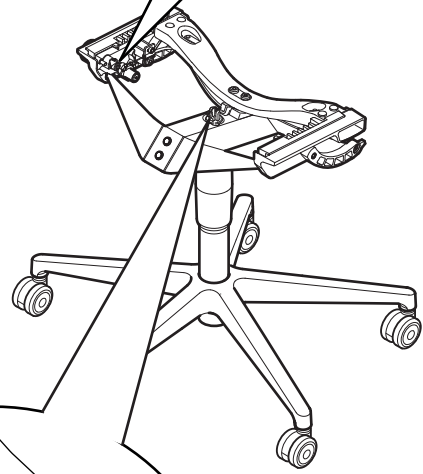
Reverse to install.

CABLE  
ATTACHMENT CLIP  
SWING CAM  
BRACKET



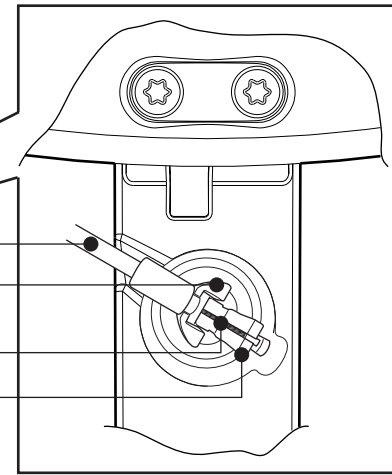
ATTACHMENT POST

CABLE



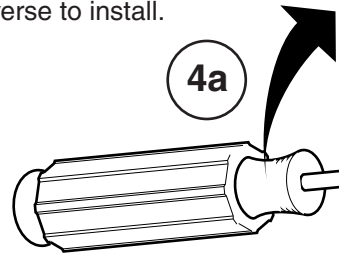
5

### Top View of Cylinder



CABLE  
ATTACHMENT  
BRACKET  
CABLE  
PNEUMATIC  
CYLINDER  
ADJUSTMENT  
BRACKET

4a



4b

ATTACHMENT  
BRACKET

PNEUMATIC CYLINDER  
ADJUSTMENT BRACKET

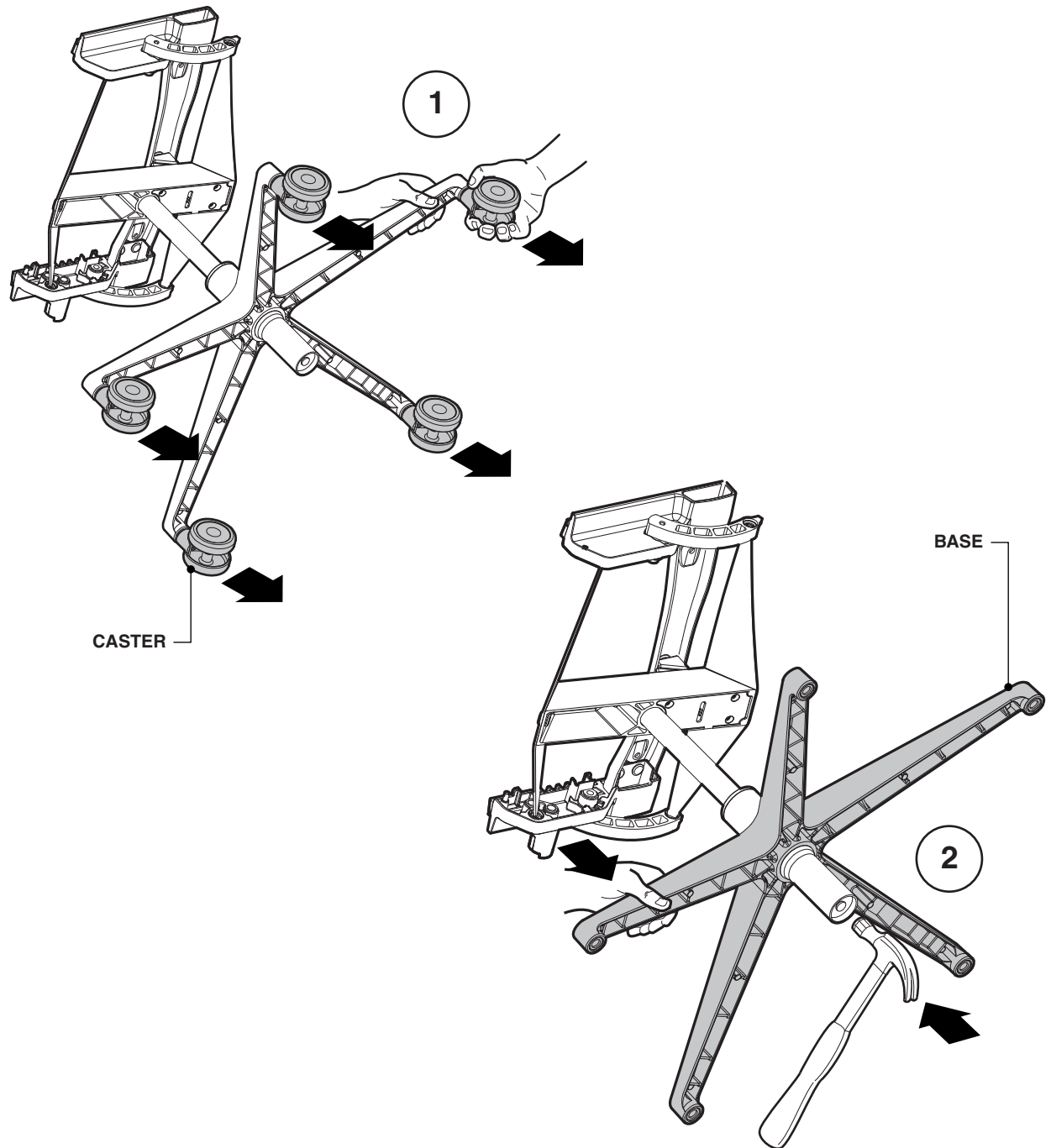
On installation, align cylinder with center of chair control as shown before seating on cylinder.

## Removal of the Base

1. Use hands to pull all five (5) casters from the base.
2. Use a hammer to remove the base from the cylinder by pushing with hand downward on base and hitting the bottom of the cylinder with a hammer.

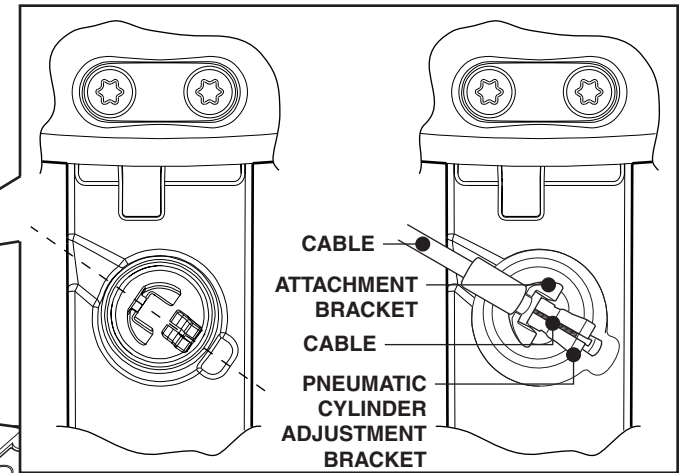
## Installation of the base

Snap casters onto base by hand then place cylinder into base and sit in chair to seat cylinder on base.





Top View of Cylinder



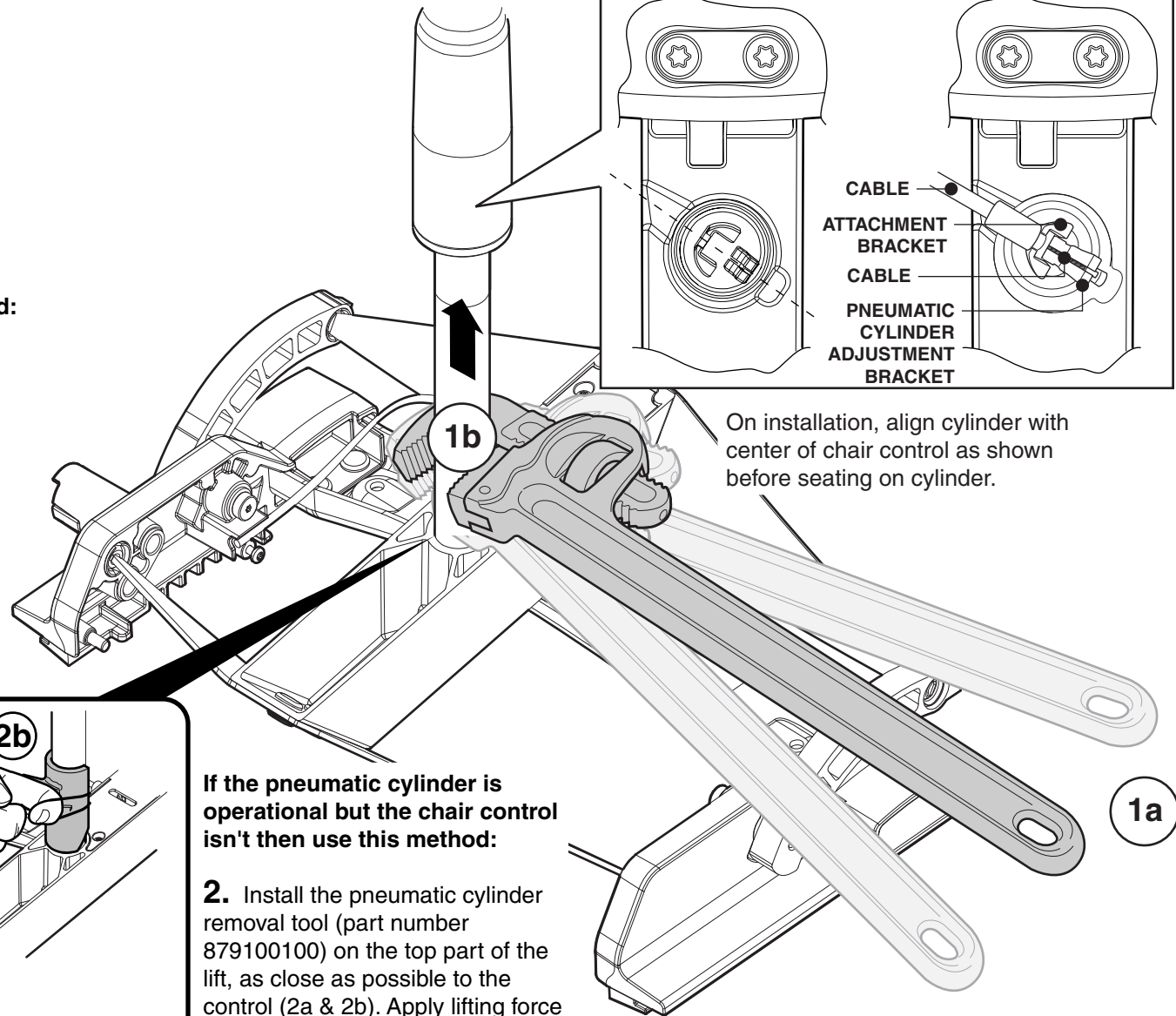
**Removal & Installation of the Cylinder**

If the chair control is operational but the pneumatic cylinder isn't then use this method:

1. Place pipe wrench as close to chair control as possible and twist cylinder back and forth (1a) while lifting on the cylinder (1b).

Reminder: The pipe wrench will render the cylinder inoperable.

If pneumatic cylinder does not separate from the chair control, apply WD-40 where cylinder is embedded into the chair control. Wait approx. 20 minutes and repeat.



On installation, align cylinder with center of chair control as shown before seating on cylinder.

If the pneumatic cylinder is operational but the chair control isn't then use this method:

2. Install the pneumatic cylinder removal tool (part number 879100100) on the top part of the lift, as close as possible to the control (2a & 2b). Apply lifting force to the cylinder, with one hand. With the hammer in the other hand, give the removal tool several solid hits, on the flat part (2c).

Reminder: The removal tool will render the chair control inoperable.

