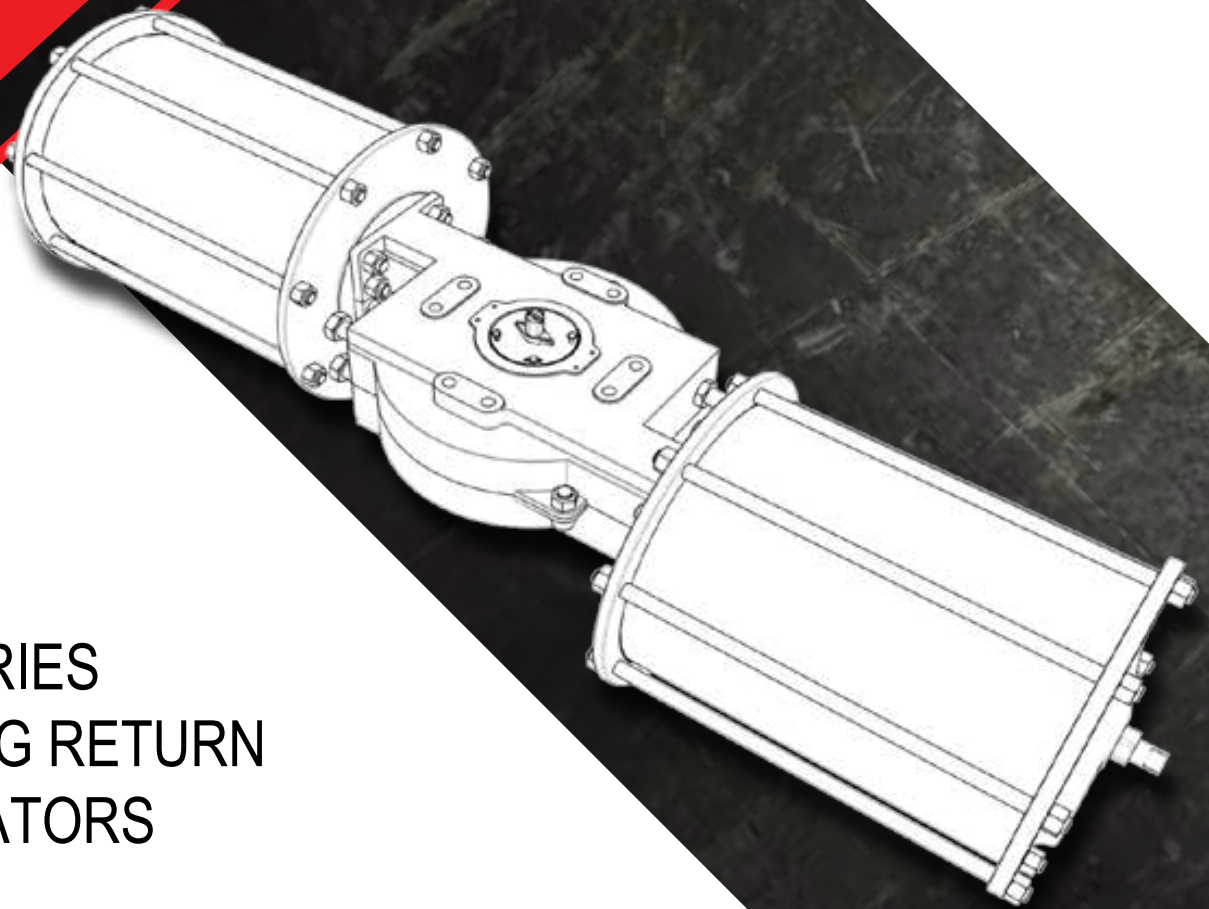


# I O M

## Install-Operate-Maintain



## F2 SERIES SPRING RETURN ACTUATORS

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QTRCO F2-series actuators are Flat Yoke® quarter-turn type actuators with lengths of travel of 90+/- 5°.

These actuators adhere to QTRCO design standards for long, maintenance free life.

This manual describes the proper methods for installation, operation, and repair maintenance.

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#### **NOTE:**

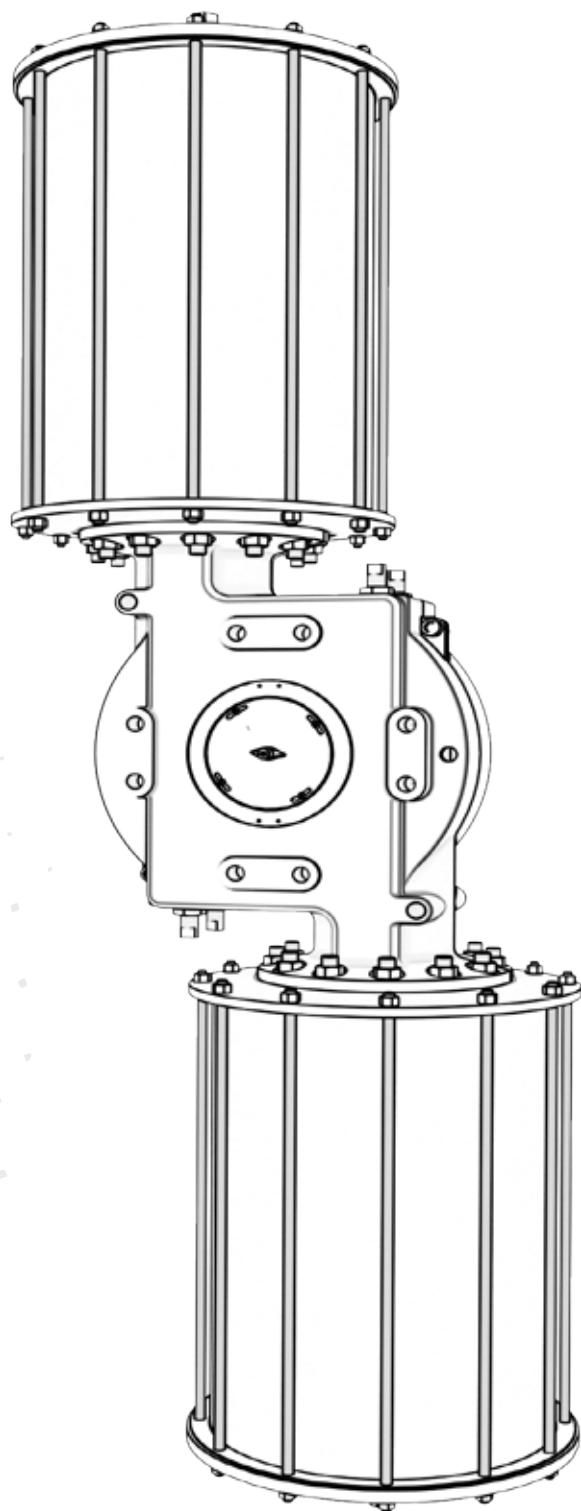
ALL ACTIVITIES MUST BE CARRIED OUT IN ORDER TO ENSURE PROPER ACTUATOR OPERATION.  
ALWAYS READ ALL INSTRUCTIONS BEFORE BEGINNING MAINTENANCE.

QTRCO F2-series actuators are composed of three basic sub-assemblies, two force modules and a torque module. The force modules contain the pistons which provide linear motion. The torque module contains the yoke which converts the force modules' linear motion into torque and operates the valve.

Every actuator assembled by QTRCO is tested prior to shipment to our customers.  
Order specific documentation may be available upon request.

Contact QTRCO with any questions at [info@qtrco.com](mailto:info@qtrco.com) or 281-516-0277.

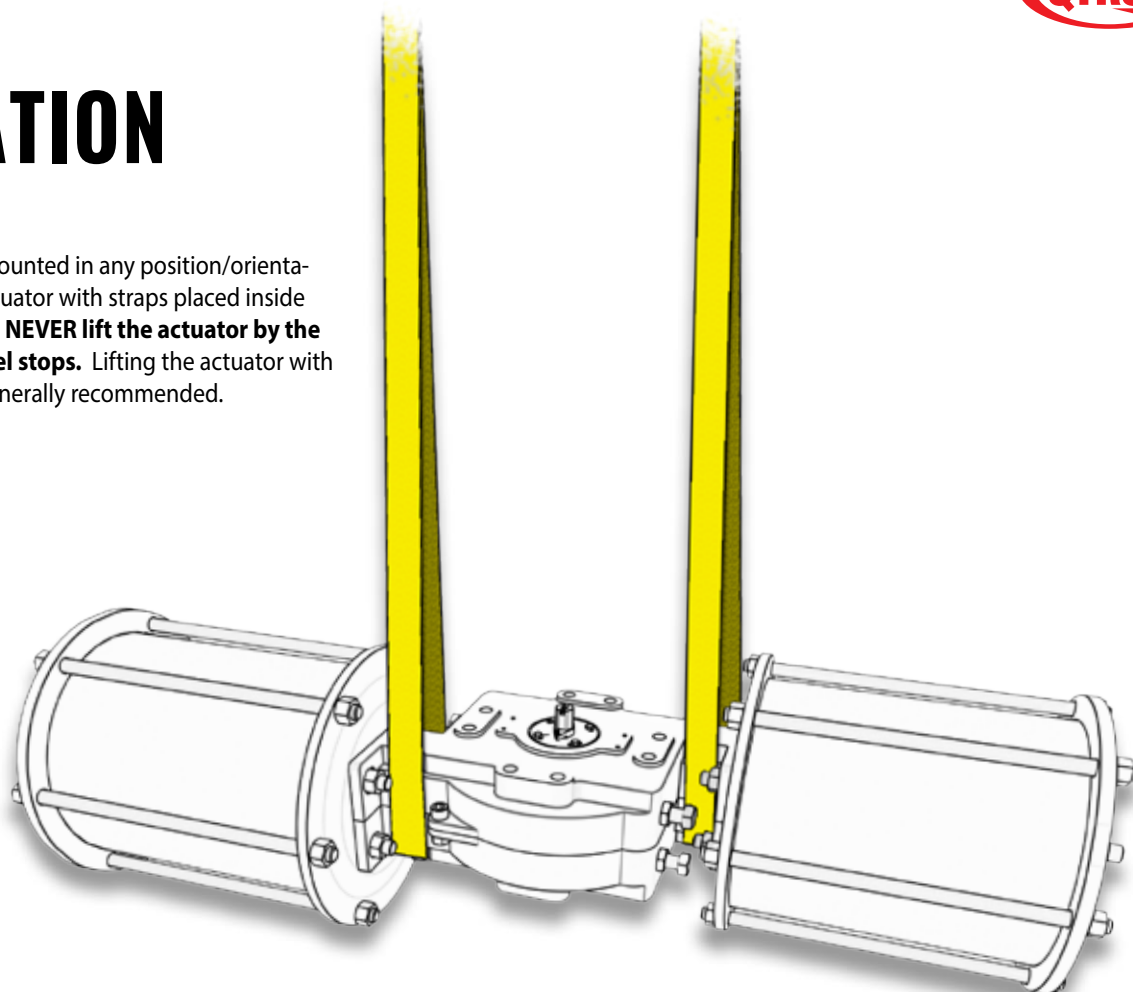
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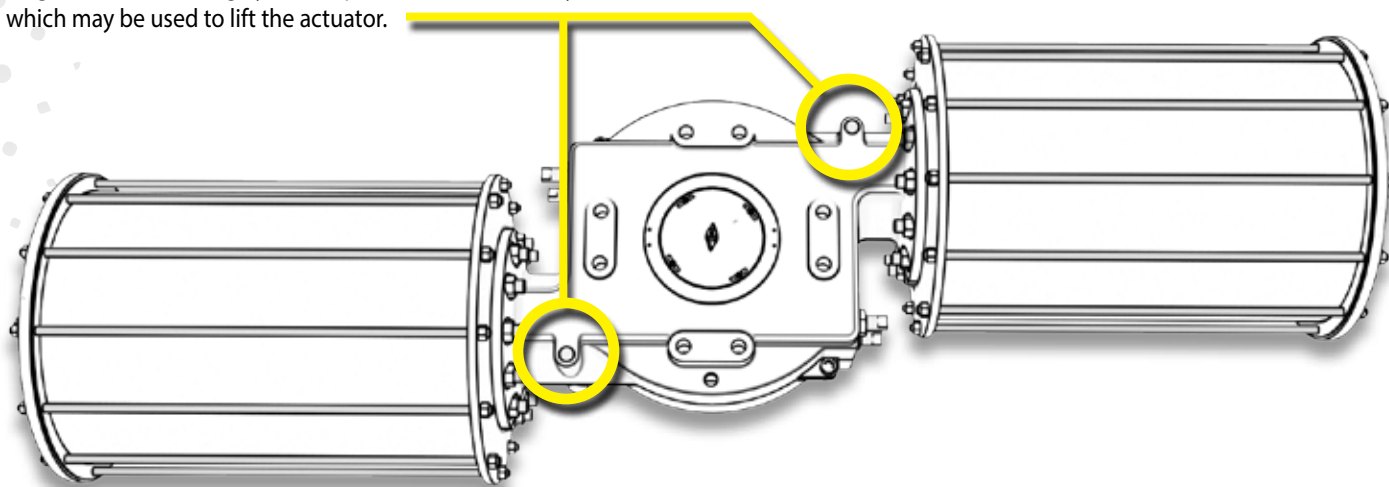
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# INSTALLATION

QTRCO actuators may be mounted in any position/orientation. If necessary, lift the actuator with straps placed inside the framework of the body. **NEVER lift the actuator by the cylinders, tie rods, or travel stops.** Lifting the actuator with the valve attached is not generally recommended.



Larger sizes have lifting eyes incorporated into their body section which may be used to lift the actuator.





## 1.1 VALVE ATTACHMENT

### NOTE:

PRIOR TO MOUNTING THE ACTUATOR, VERIFY ALIGNMENT OF COUPLER AND SHAFT TO ENSURE THAT THE VALVE WILL MOVE TO THE CORRECT POSITION.

Ensure the actuator is in the same position as the valve. It may be necessary to stroke the actuator to determine the correct mounting orientation. Attach the actuator to the valve using the proper bracket and coupler, or with a QTRCO Universal Mounting Plate (UMP) if provided. Using all mounting holes indicated on QTRCO dimensional drawings, tighten all fasteners hand tight then torque the fasteners to the corresponding value on the table below.

	Thread Pattern	Ft-Lbs	Nm
Accessories	M5	3.4	4.6
F2200	M12	49	66
F2250/2300	M16	120	162
F2375	M20	235	318
F2488	M24	400	543
F2575	M30	800	1084

## 1.2 ACCESSORY MOUNTING

As a standard, F2-Series actuators are provided with female 4mm slotted accessory mounting geometry. When installing accessories, such as switchboxes or positioners, tighten accessory mounting bolts hand tight, stroke the actuator three times to ensure proper alignment then tighten the accessory mounting bolts to the proper torque. Check the dimensional drawing or associated product bulletin for exact dimensions.

## 1.3 PIPING AND OPERATION

The operation of an F2 Spring Return (SR) actuator is comparable to any spring return scotch yoke actuator.

Instrument air, water, and other power gases and fluids may be used to cycle the actuator so long as construction materials were chosen accordingly and max allowable pressure is not exceeded. Air driven stainless steel actuators with stainless steel or composite cylinders are not harmed by wet air (so long as freezing does not occur). Aluminum and chrome plated steel cylinders may be harmed over time by the presence of water.

### WARNING

EXCEEDING THE STATED MAXIMUM PRESSURE MAY RESULT IN DAMAGE TO EQUIPMENT AND DANGER TO PERSONNEL INCLUDING SEVERE INJURY OR DEATH. CONSULT THE ACTUATOR LABEL FOR OPERATING LIMITS. IF AN ACTUATOR LABEL IS MISSING, CONTACT QTRCO TO REQUEST A REPLACEMENT.

### WARNING

OPERATING OUTSIDE OF THE MINIMUM AND MAXIMUM TEMPERATURE RANGE MAY RESULT IN DAMAGE TO EQUIPMENT AND DANGER TO PERSONNEL INCLUDING SEVERE INJURY OR DEATH. CONSULT THE ACTUATOR LABEL FOR OPERATING LIMITS. IF AN ACTUATOR LABEL IS MISSING, CONTACT QTRCO TO REQUEST A REPLACEMENT. AN EXAMPLE OF AN ACTUATOR LABEL IS PROVIDED BELOW FOR YOUR REFERENCE.

MFG: QTRCO®, INC FLAT YOKE® ACTUATOR  
13120 THEIS LN, TOMBALL, TX 77375, USA  
PH: 281-516-0277  
MODEL:  
P/N:  
S/N:  
MFG DATE:  
O-RING MATERIAL:  
BODY MATERIAL:  
MAX OPERATING PRESSURE: \_\_\_PSI/\_\_\_BAR  
OPERATING TEMP: -\_\_\_/+\_\_\_C



II 2 GD c

NB 0036

MAXIMUM SURFACE TEMPERATURE IS  
DEPENDENT ON FLUIDS TEMPERATURE

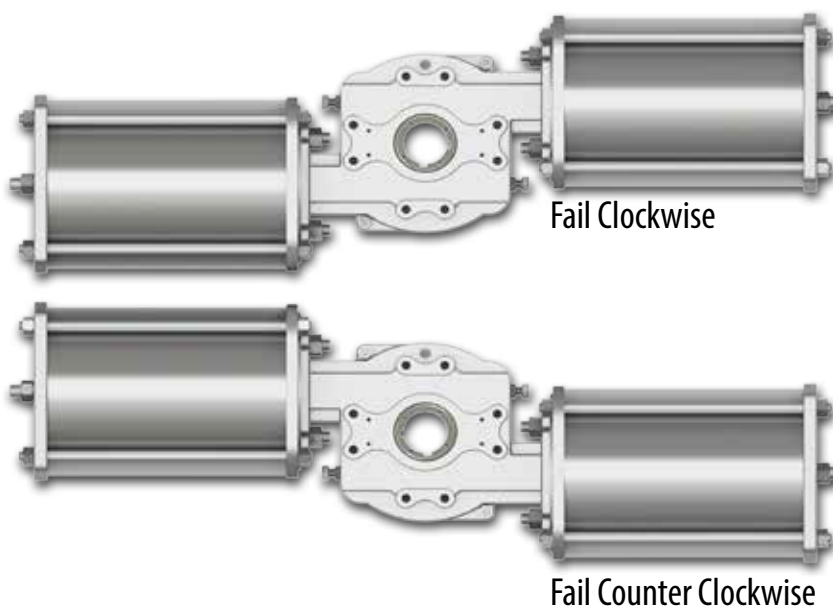
### NOTE:

CE MARKING INDICATES PRODUCT CONFORMS TO THE REQUIREMENTS OF APPLICABLE DIRECTIVES AS LISTED ON THE ACTUATOR LABEL.

All FlatYoke™ actuators are shipped in the fail clockwise (Left-Hand) orientation unless ordered as fail counter-clockwise (Right-Hand). The orientation may be reversed in the field by moving all accessories to the opposite side of the shaft and turning the actuator top-side down.

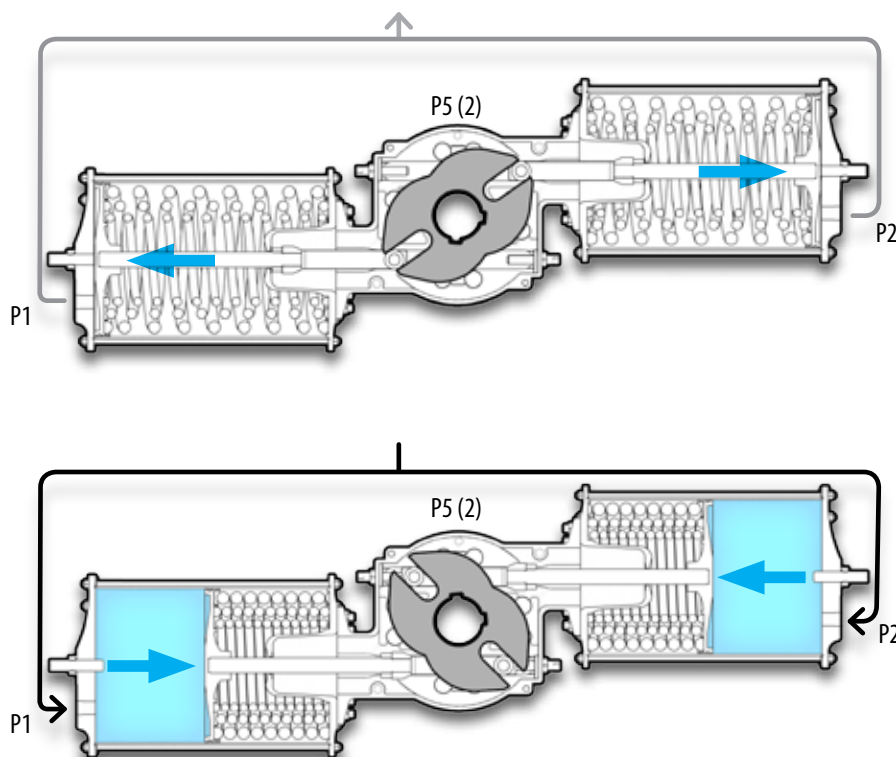
**Spring Return (Left-Hand):** pressure on the end cap ports pushes the pistons inward and causes counterclockwise rotation. Springs push the pistons outward resulting in a clockwise rotation.

**Spring Return (Right-Hand):** pressure on the end cap ports pushes the pistons inward and causes clockwise rotation. Springs push the pistons outward resulting in a counterclockwise rotation.



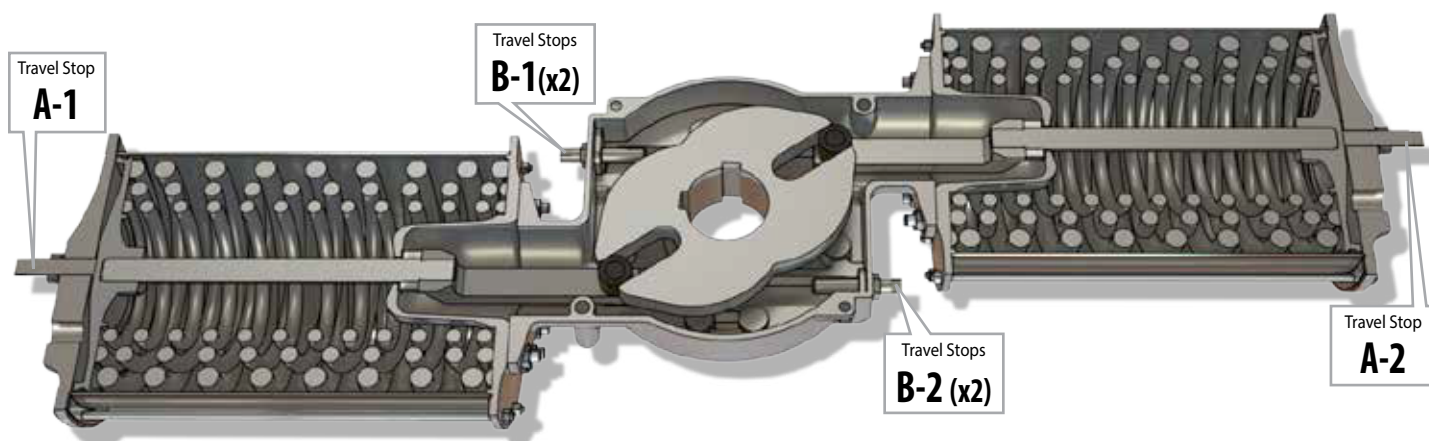
#### Piping guidelines:

- Both end cap pressure ports (P1 and P2) must be utilized for proper operation.
- P1 and P2 are typically connected and powered by a single air pathway.
- P5 is a breather port that should be fitted with a filter or strainer.



## 1.4 TRAVEL ADJUSTMENT

The following instructions are for fail clockwise (Left-Hand) orientated actuators. For non-standard models, clockwise and counterclockwise motion will be the inverse of what is described below. Check the actuator model and orientation before adjusting the Travel Stops.

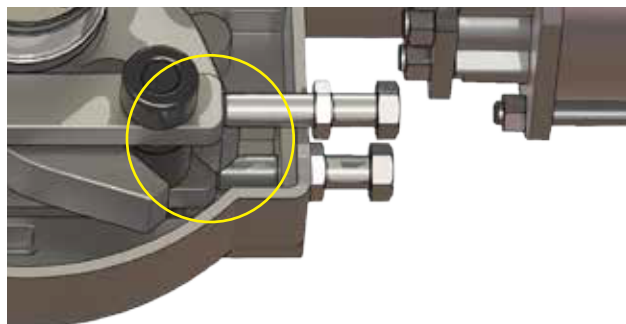


### SET CLOCKWISE ROTATION (Travel Stops A)

1. Relieve all pressure from the actuator.
2. Loosen the Travel Stop nuts on Travel Stops A-1 and A-2. Be careful not to misplace the travel stop o-rings.
3. Ensure actuator lockout (if provided) is disengaged.
4. Apply pressure to P1 and P2 to force the pistons fully inward, and away from the end cap travel stops.
5. Unthread Travel Stop A-2 four to five full turns.\*
6. Adjust Travel Stop A-1 until travel is set to the desired position. It will be necessary to relieve pressure from P1 and P2 between adjustments to determine final position of travel.
7. Relieve pressure to P1 and P2 and thread Travel Stop A-2 in until it is in firm contact with the piston.
8. With pressure relieved, tighten both travel stop nuts on Travel Stops A until they are in contact with the end cap, then tighten an additional 1/4 turn.

### SET COUNTERCLOCKWISE ROTATION (Travel Stops B)

1. Relieve all pressure from the actuator.
2. Loosen travel stop nuts on Travel Stops B.
3. Ensure actuator lockout (if provided) is disengaged.
4. Unthread Travel Stops B-1 and B-2 four to five full turns each.\*
5. Adjust both B-1 travel stops until they contact the clevis simultaneously. It will be necessary to apply pressure to P1 and P2 between adjustments to determine the final position of travel.
6. With pressure to P1 and P2, thread in Travel Stops B-2 until they are in firm contact with the clevis.



7. With pressure still to P1 and P2 ensure that all Travel Stops B are in firm contact with the clevis and tighten all travel stop nuts until they are in contact with the body, then tighten an additional 1/4 turn.

\*Clockwise rotation of the travel stops will shorten actuator stroke, counter clockwise rotation will lengthen actuator stroke

## 2. GENERAL TROUBLESHOOTING

ISSUE	CAUSE	SOLUTION
Irregular or Stuttering Stroke	Supply pressure too low	Verify operating pressure is correct
	Worn internal components	See Section 3.4-3.6
	Damaged valve	Consult valve manufacturer
	Broken Springs	Replace Springpaq™
Leakage	Travel stop nut is not tight	Tighten travel stop nut
	Damaged Piston O-ring	See Section 3.4
	Damaged cylinder seals	See Section 3.4
Improper Travel	Travel stops are not correctly set	See Section 1.4
	Internal cylinder contaminants preventing normal stroke	See Section 3.4
	Damaged valve	Consult valve manufacturer
	Broken Springs	Replace Springpaq™
Operating/Stroking too slowly	Supply pressure too low	Verify operating pressure will supply torque needed to operate valve correctly
	Internal cylinder contaminants preventing normal stroke	See section 3.4
	Damaged valve	Consult valve manufacturer
	Damaged seals or o-rings causing loss of pressure	See Sections 3.4-3.6
	Damaged supply lines	Inspect supply lines and replace as needed
	Limitation of accessories or port size	Upgrade accessories or port size

## 3. MAINTENANCE

### 3.1 PERIODIC MAINTENANCE SCHEDULE

General service actuators do not require periodic maintenance. Severe service actuators may require periodic maintenance based on operating conditions. Severe service may include but is not limited to high speed, high cycle, highly corrosive, explosive atmosphere, and others. Special applications may require individual maintenance schedules. Contact QTRCO for help developing a maintenance schedule for your application.

### 3.2 LUBRICATION

QTRCO actuators are lubricated for life. For special applications grease fittings may be provided. Use the grease fittings (if applicable) incorporated into the torque module of your actuator to apply additional lubricant. The frequency of this lubrication will depend on the application of the actuator. For any questions regarding the frequency of this operation or appropriate lubrication compounds contact your QTRCO distributor.

## WARNING

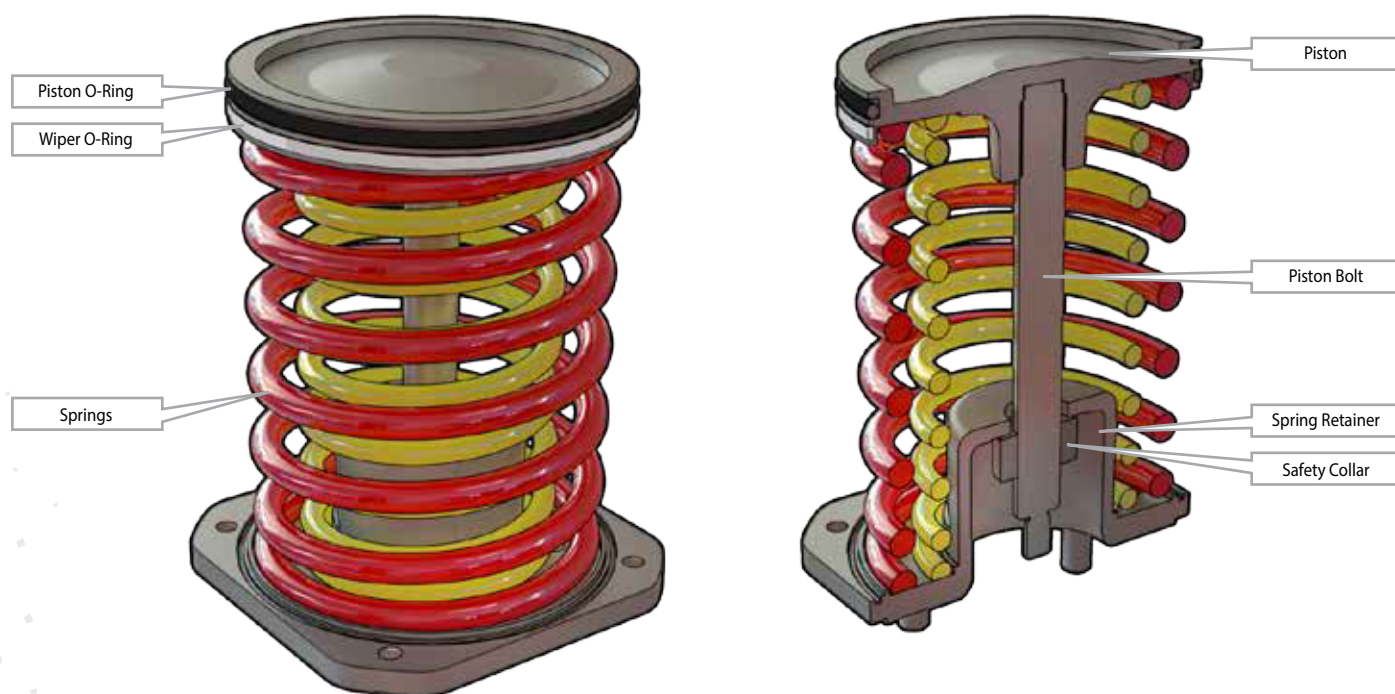
TAKE A MOMENT TO VIEW THE SPRINGPAQ™ IMAGE. NOTE HOW THE SPRINGPAQ™ CANNOT EXPAND WHEN THE END CAP AND CYLINDER ARE REMOVED FROM THE ACTUATOR. THE PISTON AND SPRING RETAINER CONTAIN THE SPRING IN ITS INITIAL COMPRESSED POSITION.

THE SPRING COMPRESSES FURTHER DURING ACTUATOR OPERATION. THE PISTON BOLT EXTENDS FROM THE PISTON TO THE SPRING RETAINER AND IS SECURED BY THE SAFETY COLLAR. THE SAFETY COLLAR IS RECESSED BELOW THE SURFACE OF THE SPRING RETAINER INTENTIONALLY TO PREVENT THE DISASSEMBLY OF THE SPRINGPAQ™.

## DO NOT ATTEMPT TO DISASSEMBLE THE SPRINGPAQ™.

DISASSEMBLY OF THE SPRINGPAQ™ MAY EXPOSE YOU TO EXTREME DANGER, THE RESULT OF WHICH COULD BE SEVERE INJURY OR DEATH.

THERE IS NO REASON TO TAKE APART A SPRINGPAQ™.  
IF A SPRING IS BROKEN, REPLACE THE ENTIRE SPRINGPAQ™.



## WARNING

DO NOT REMOVE/LOOSEN TIE ROD NUTS UNLESS CYLINDER IS FULLY DE-PRESSURIZED  
**COMPONENTS MAY EXIT THE ACTUATOR DANGEROUSLY IF DISASSEMBLY IS ATTEMPTED UNDER PRESSURE.**

ENSURE THAT ALL PROCESS LINES ARE SAFE

READ ALL MAINTENANCE INSTRUCTIONS BEFORE STARTING WORK.

## WARNING

WHEN UNTHREADING TIE ROD NUTS, FIRST UNTHREAD ALL NUTS UNTIL THEY ARE FLUSH WITH THE ENDS OF THE TIE RODS. IF THERE IS STILL FORCE PUSHING OUTWARD ON THE ENDCAP AT THIS POINT, A DANGEROUS CONDITION MAY EXIST. A TRAVEL STOP OR OVERRIDE DEVICE MAY BE PUTTING PRESSURE ON THE SPRINGS, OR THERE MAY BE COMPONENT DAMAGE. FULLY REMOVING THE TIE ROD NUTS IN THIS CONDITION MAY ALLOW THE SPRINGS TO DANGEROUSLY DECOMPRESS. DO NOT CONTINUE FURTHER UNTIL IT IS ASSURED THAT THE UNIT IS SAFE TO DISASSEMBLE.



## NOTE:

PERFORMING PISTON SEAL REPLACEMENT ON ONE CYLINDER AT A TIME WILL ALLOW MAINTENANCE WHILE RETAINING TRAVEL STOP ADJUSTMENT. IF BOTH CYLINDERS WILL BE REMOVED AT THE SAME TIME, THE TRAVEL STOPS MUST BE FULLY UNTHREADED PRIOR TO REMOVING THE END CAPS. LEAVING THE TRAVEL STOPS IN PLACE WILL PUT SPRING PRESSURE ON THE END CAP WHEN IT IS REMOVED, WHICH COULD CAUSE SERIOUS INJURY OR DEATH.

## 3.3 MAINTENANCE KIT

To purchase your actuator maintenance kit contact your QTRCO distributor. Please have the serial number of your actuator available. This number may be found on the actuator label or stamped into the body of the actuator.

## 3.4 PISTON SEAL REPLACEMENT

1. Exhaust all pressure and disconnect all supply lines.
2. Loosen all tie rod nuts until they are flush with the ends of the tie rods.

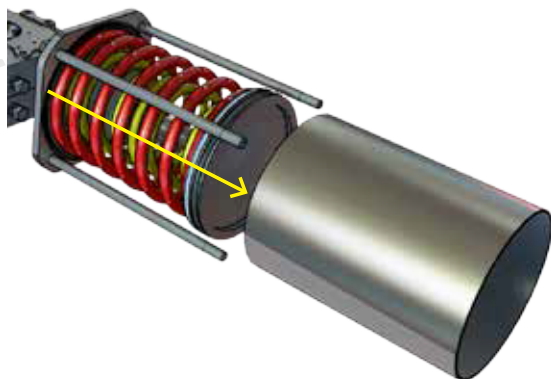
### WARNING

IF THERE IS FORCE AGAINST THE END CAP, STOP. DO NOT CONTINUE FURTHER UNTIL IT IS ASSURED THAT THE UNIT IS SAFE TO DISASSEMBLE.

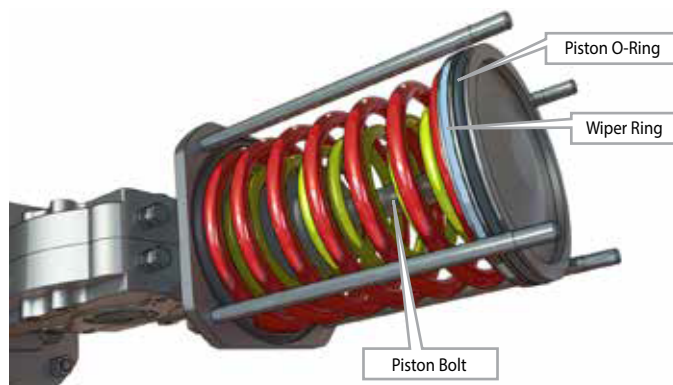
3. Check that there is no spring pressure against the end cap by verifying that the end cap is not being forced against the tie rod nuts.
4. Remove the end cap. Be careful not to lose the cylinder seal located on the internal side of the end cap.



5. Remove the cylinder. Be careful not to damage the internal surface of the cylinder as this will compromise the piston's ability to seal.



6. Replace the piston o-ring and wiper ring as needed. Be sure to lubricate the new o-ring and wiper ring with the correct QTRCO approved lubricant if they are replaced.



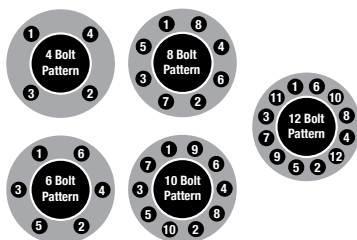
7. Inspect the piston bolt for any wear or corrosion (pitting, cracking). If either cylinder seal is deformed or cut replace it. If excessive wear or corrosion is apparent a new actuator or actuator components may be necessary.
8. Lubricate the internal surface of the cylinder with a light coat of the correct QTRCO approved lubricant and slide the cylinder back over the piston and into the cylinder seal groove of the base plate, taking care not to pinch the piston o-ring.
9. Place the end cap back over the tie rods. Be sure that the cylinder is seated in the cylinder seal groove of the end cap with the cylinder seal still in place between the cylinder and the end cap.



10. Secure the end cap with the tie rod hex nuts you removed in step two. Hand tighten, and then torque the hex nuts to half then to values according to the table using the pattern designated.



CYLINDER SIZE (IN)	LB* FT	Nm
6	15	20
8	35	48
10	35	48
12	35	48
16	56	76
20	58	79
24	87	118

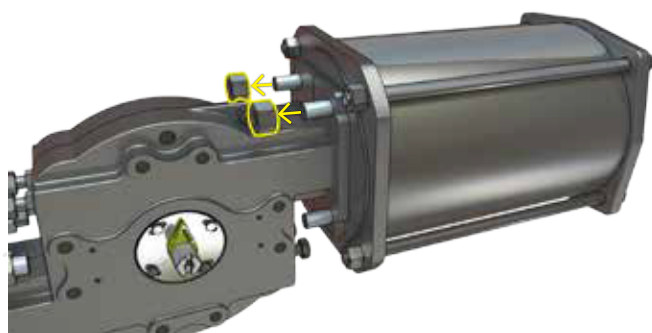


- Complete steps 1-10 on the second force module of the actuator.
- Leak Test
- Reinstate the actuator to service.

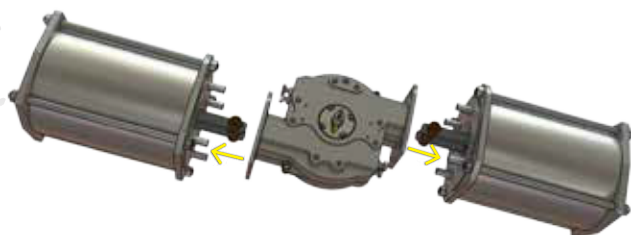
## 3.5 YOKE SEAL AND BUSHING REPLACEMENT

In QTRCO F2 Series actuators the yoke seal does not serve any purpose other than to prevent external contaminants from entering the torque module. The following steps can be followed to replace the yoke seal and/or bushings.

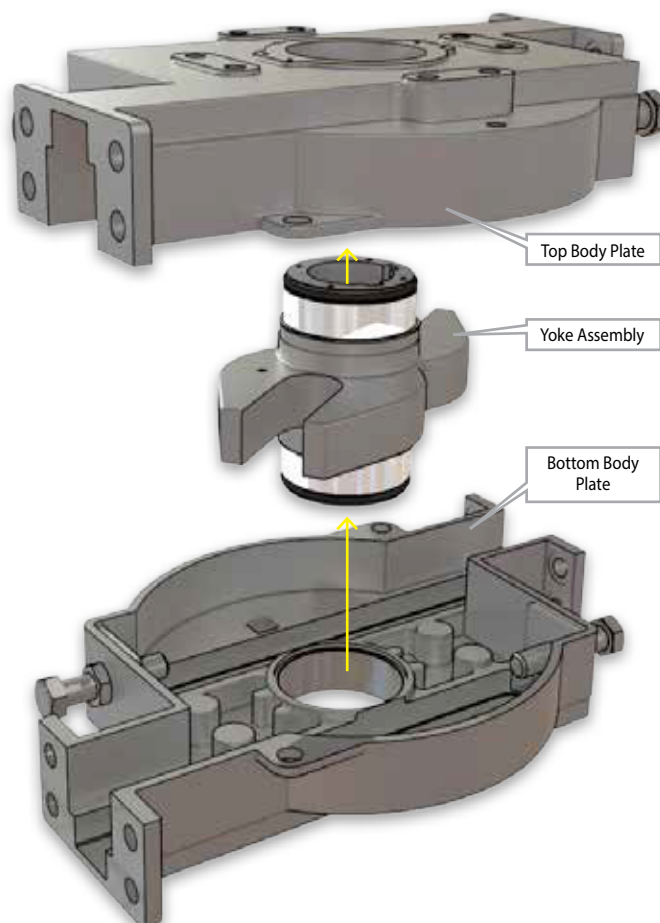
- Depressurize the actuator and remove all supply lines.
- Remove the actuator from the valve.
- Ensure lockout (if provided) is disengaged.
- Remove the hex nuts which secure the force modules to the torque module of the actuator. Do this for both force modules.
- Separate the two halves of the body. This may require the use of a pry bar as the joint between the body halves is filled with sealant during assembly.
- Remove the yoke from the bottom half of the torque module.

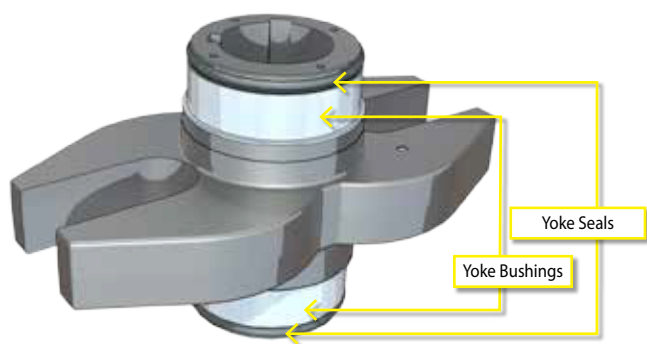


- Separate the force modules from the torque module. This can be done by simply pulling the force modules away from the torque module simultaneously.



- Remove any hex nuts and bolts securing the two halves of the body together.



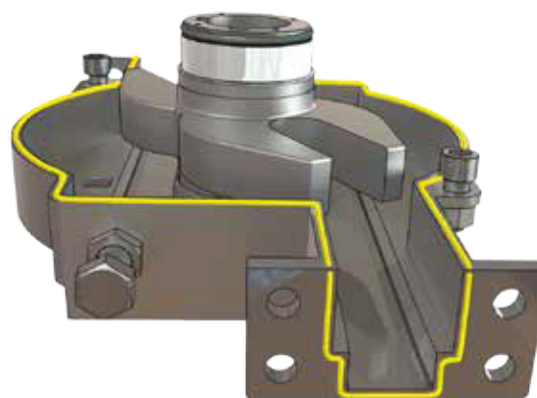
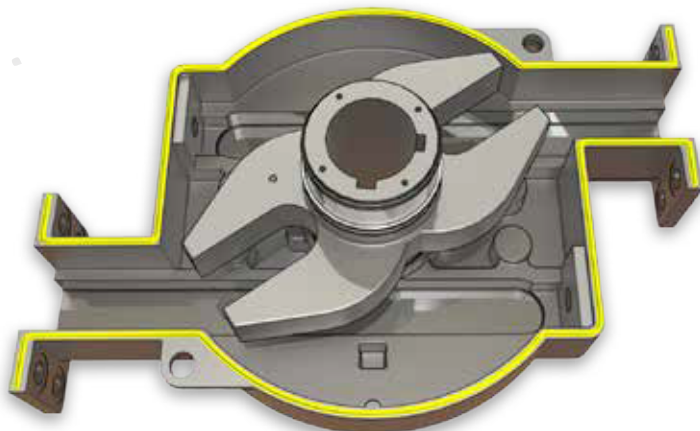


**Size 488 and larger the o-ring is in a groove in the body**

9. Inspect the yoke seals and bushings, and replace all necessary components. Be sure to lubricate the new yoke seals with the correct QTRCO approved lubricant prior to their installation.
10. Visually inspect the body slots as well as the pins and rollers on the clevises for wear. If excessive wear is present, new slide inserts (if applicable), pins, rollers, or a new actuator may be necessary for further safe, reliable operation.
11. Remove the original sealant from the joining edges of the two separate halves of the body.
12. Position the yoke as shown below with the indent facing upwards. This will allow the pins and rollers of the force modules to slide into their appropriate position between the yoke arms.



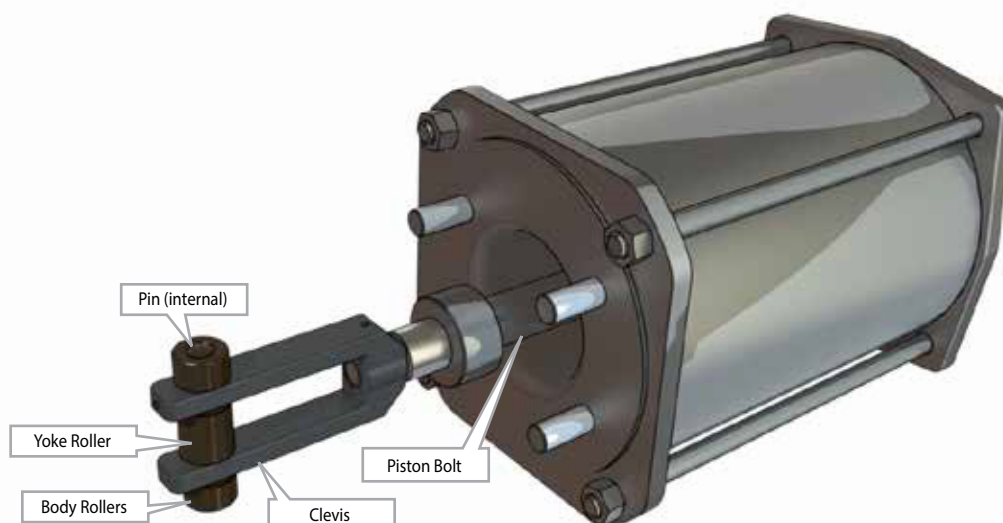
13. Apply a bead of QTRCO approved sealant along the joining edges of the bottom half of the body.



14. Place the top half of the body onto the bottom half and hand tighten the two together with the original bolts and hex nuts removed in step six.
15. Insert both force modules into the torque module simultaneously to ensure that both are joined correctly with the torque module.
16. Coat the threads of the hex nuts removed in step four with medium strength thread locker and secure the force modules to the torque module with the hex nuts. Torque the nuts to the corresponding value in the table below.

MODEL	LB*FT	Nm
2200, 2250, 2300	120	163
2375, 2488	235	318
2575	400	542

17. Tighten the body assembly bolts an additional half turn.
18. Cycle the actuator to ensure all components are working correctly.
19. Reattach the actuator to the valve and reinstate the actuator to service.



## 3.6 PINS AND ROLLERS REPLACEMENT

The following steps can be followed to replace the pins and rollers of the force modules.

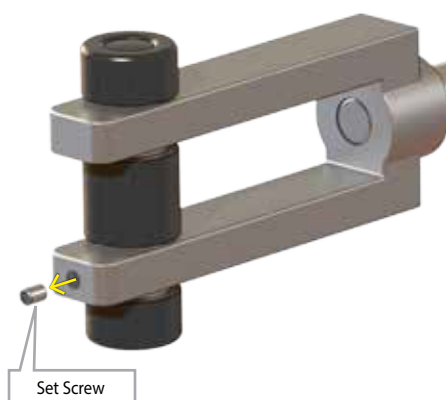
1. Complete steps 1-5 of Section 3.5.
2. Apply pressure to the pressure port on the end cap (P1 or P2) of the force module. This will cause the piston bolt to protrude from the force module and allow the user to inspect it.
3. Inspect the piston bolt, clevis, pin and rollers for wear. This includes any pitting, or cracking. Replace the necessary components. Spare parts may be obtained through your QTRCO distributor.
4. Apply heat to break the thread locker on the set screw.
5. To replace pins or rollers remove the set screw on the top of the clevis and push the pin through the eyes of the clevis with a punch.

6. Coat the new pins and rollers with the appropriate QTRCO approved lubricant and reassemble them. Apply high strength thread locker. Align pin slot with hole in the clevis and install set screw, torque the pin set screw to the corresponding value in the table below.



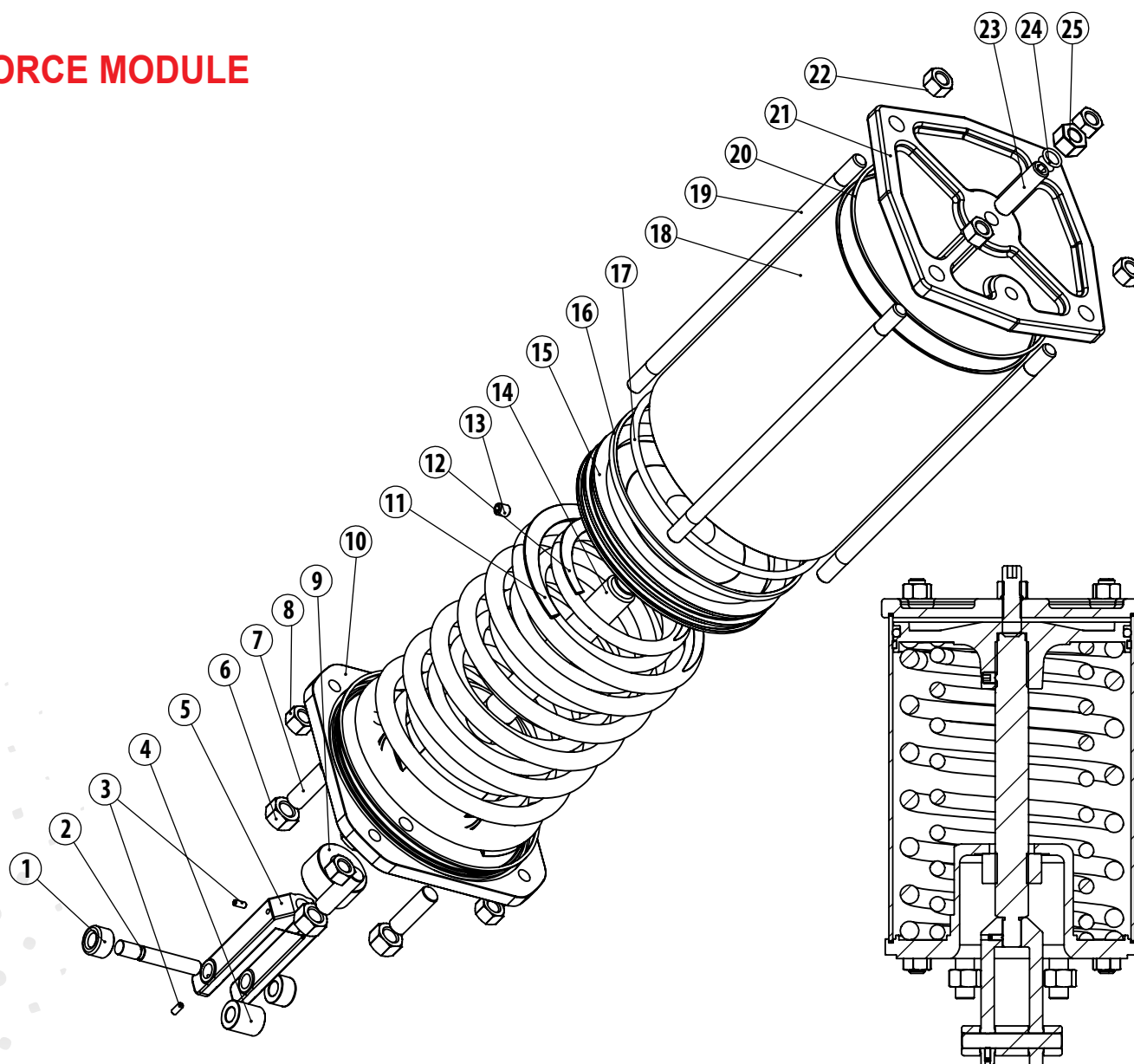
MODEL	LB*IN	Nm
2200	35	4
2250	44	5
2300, 2375	106	12
2488, 2575	212	24

7. Repeat steps 2 – 6 of this Section on the second force module.
8. Repeat steps 16 – 19 of Section 3.5.



# APPENDIX

## FORCE MODULE

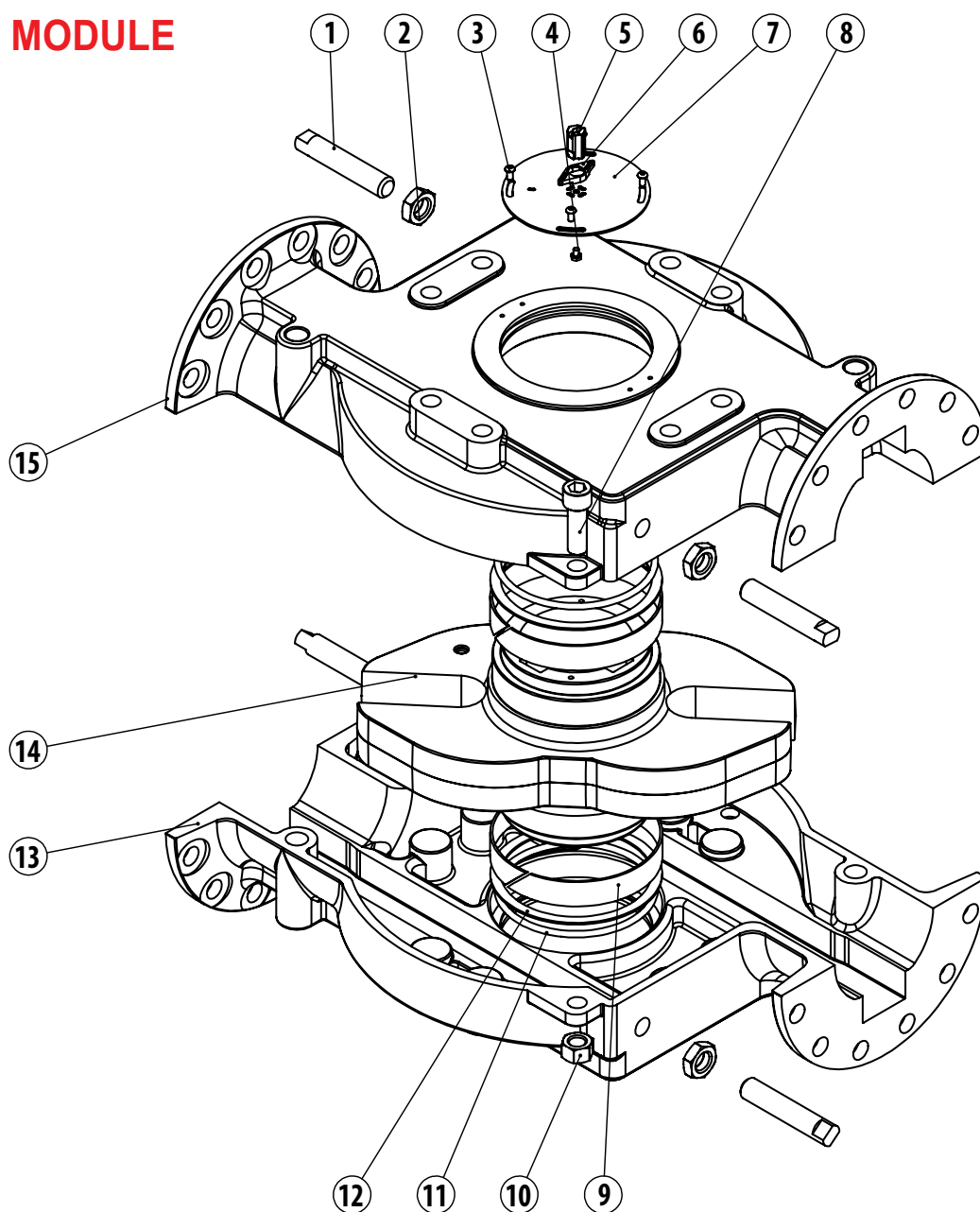


NUMBER	PART
1	Body Roller
2	Pin
3	Pin Set Screw
4	Yoke Roller
5	Clevis
6	Hex Nut, FM Mount
7	Stud
8	Hex Nut, Tie Rod
9	Safety Collar

NUMBER	PART
10	Spring Retainer
11	External Spring(s)
12	Internal Spring(s)
13	Piston Set Screw
14	Piston Bolt
15	Piston
16	Wiper Ring
17	Piston O-Ring
18	Cylinder

NUMBER	PART
19	Tie Rod
20	Cylinder Seal
21	End Cap
22	Tie Rod Nut
23	Travel Stop A
24	Travel Stop O-Ring
25	Travel Stop Nut A

## TORQUE MODULE



NUMBER	PART
1	Travel Stop B
2	Travel Stops Nut B
3	Top Hat Mounting Bolt
4	Top Hat Bolt
5	Top Hat
6	Top Hat Indicator
7	Top Hat Base
8	Body Assembly Bolt

NUMBER	PART
9	Yoke Bushing
10	Body Assembly Nuts
11	Yoke O-Ring
12	Yoke Thrust Washer
13	Body Bottom
14	Yoke
15	Body Top

For three years we provide replacement seals free of charge regardless of the number of cycles.



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Tomball, TX 77375  
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888.228.8848



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