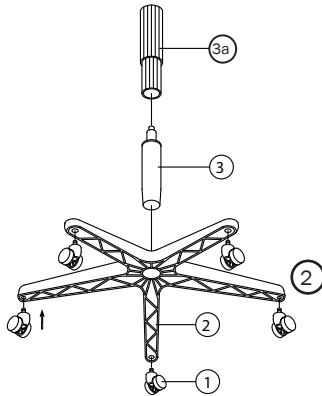


Assembly, Operating & Maintenance Instructions

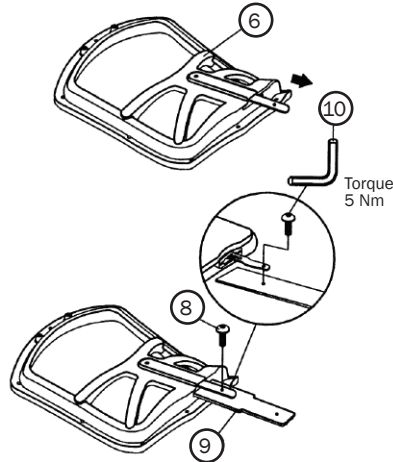
BURO METRO CHAIR - WITH/WITHOUT ARMS

Remove all items from the carton. Verify all pieces before assembly.

STEP 1.

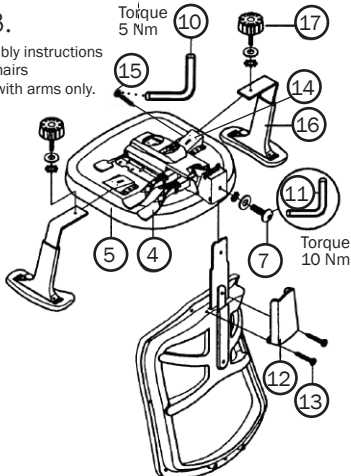


STEP 2.



STEP 3.

*Arm assembly instructions for Metro Chairs purchased with arms only.



Mechanism pre-assembled to seat.



*Line drawing of completed Metro Chair purchased with arms only.

PART LIST

| KEY | DESCRIPTION |
|-----|---------------------------------------|
| 1 | 5 Castors |
| 2 | 1 Base |
| 3 | 1 Gas Lift |
| 3a | 1 Gas Lift bellows (optional) |
| 4 | 1 Mechanism |
| 5 | 1 Seat |
| 6 | 1 Backrest |
| 7 | 1 Backrest Tight Screw & Washers |
| 8 | 1 Backrest Screw |
| 9 | 1 Backrest Post |
| 10 | 1 M5 Size Allen Wrench |
| 11 | 1 M6 Size Allen Wrench |
| 12 | 1 Backrest Post Bellow |
| 13 | 2 Backrest Post Bellow Screw |
| *14 | 2 Armrest brackets |
| *15 | 8 Armrest screws |
| *16 | 2 Armrest |
| *17 | 2 Arm Width Adjustment Knob & Washers |

*Parts required for Metro chairs purchased with arms only.

FOAM & UPHOLSTERY SPECS*

FOAM

Flame Resistance: Ca117 Section A Part I & Section D Part II

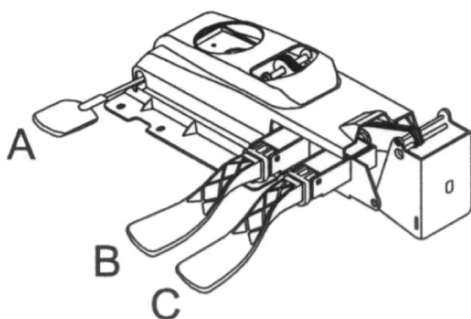
UPHOLSTERY

Flame Resistance: Ca117 Section E Class I

*This applies only to standard Buro stock. Any customer specified upholstery may not meet these specifications.

MECHANISM OPERATING INSTRUCTIONS

IMPORTANT NOTE: Do not operate the mechanism levers unless properly seated in the chair.



- A Pneumatic seat height adjustment
- B **Seat angle adjustment:** Seat angle adjusts independently with a single lever
- C **Backrest angle adjustment:** Back angle adjusts independently with a single lever

RECOMMENDED SEATING POSITION & ADJUSTMENTS:

- Sit in the chair, adjust the seat tilt so that it is approximately horizontal or inclined slightly forward, to allow an angle greater than 90° at the knees and the hips.
- Adjust the seat height so that your feet are resting flat on the floor. For good circulation, your lower legs should form a 90° angle with the floor, with your feet taking the weight of your legs.
- Adjust the backrest tilt function accordingly, to give your back firm support while sitting upright.
- Adjust the height of the backrest to give support to the lumbar region of your back.
- Your forearms should be close to horizontal as possible when working at a desk.

PREVENTATIVE MAINTENANCE & WARNING!

- Use this product only for seating one person at a time.
- Do not use this chair as a step stool/ladder.
- Do not sit on any part of the chair except the seat.
- Do not use this chair on uneven floor surfaces.
- Do not interfere with the operating of the gas lift.
- Do not use chair unless all bolts, screws and knobs are tight. At least every six months check all bolts, screws and knobs to ensure they are tight.
- If any parts are missing, broken, damaged or worn do not use the product until repairs are made using factory authorised parts.
- Dispose of packaging properly.
- Plastic bag is not a toy.
- Do not use plastic bag as a head covering as it may cause suffocation.
- Failure to follow these warnings could result in serious injury.