

Actuator Installation Notes

These notes apply to the installation of all types of manual, pneumatic and electric valve actuators.

- ⊙ Verify that the valve and the actuator are both in the same position (both open or both closed) before mounting the actuator to the valve.
- ⊙ Apply a light coating of grease to the inside of the actuator output bore before installing the actuator on the valve. This will allow the actuator to be more easily removed from the valve stem even after years of service.
- ⊙ If stem adapters are required to match the actuator output bore to the valve stem, apply a light coating of grease to the inside of the stem adapter as well as the inside of the actuator output bore.
- ⊙ Some stem adapters are kits consisting of multiple components. These kits may contain spacers that look like stem adapters, but are designed to keep the stem adapter in place during operation of the actuator. Verify that all stem adapters and spacers are installed in the proper position and sequence.
- ⊙ If keyed stem adapters are used, the key must be held in the keyway so that it will not work loose during operation of the actuator. The key may be retained by any one of several methods:
 - If the valve stem height matches the depth of the actuator output bore, use a key that fits the full length of the keyway.
 - Tack weld the key to the adapter before installation in the actuator.
 - Upset the end of the keyway after the key has been installed in the shaft by using a punch or chisel.
- ⊙ If mounting studs are used instead of bolts, thread the studs completely into the actuator before placing the actuator on the valve. This assures that the full strength of the connection is achieved.
- ⊙ While the mounting bolts are only finger tight, cycle the actuator fully open and fully closed to verify proper alignment on the valve.
- ⊙ Tighten the mounting bolts or nuts in a diagonal pattern to evenly distribute stress in the bolts.