



## Electronic Service Manuals

This electronic document is provided as a service to our customers. We do not create the contents of the information contained in this document. Should you have detailed questions pertaining to the information contained in this document, you may contact Michco, or the manufacturer which provided the original information in this electronic deliverable. Michco's only part in this electronic deliverable was the electronic assembly process. By providing this manual on line we are not guaranteeing parts availability.

You may contact Michco through the following methods:

Phone (517) 484-9312 or (800) 331-3339

2011 N. High St. -- Lansing, Michigan -- 48906

Fax: (517) 484-9836

Email: [CustServe@Michco.com](mailto:CustServe@Michco.com)

Web site: [www.Michco.Com](http://www.Michco.Com)

Parts Web site: [www.FloorMachineParts.Com](http://www.FloorMachineParts.Com)

Order Parts on Line at:

**[www.FloorMachineParts.Com](http://www.FloorMachineParts.Com)**

Directly to Parts & Service:

By Email: **[Shop@Michco.com](mailto:Shop@Michco.com)**

By Fax: (517) 702-2041

By Voice: Use numbers above.

**Serving the Cleaning Industry Since 1922**

Notice: All copyrighted material remains property of original owners, all trademarks are property of respective owners. Manuals are subject to Manufacturer's reproduction limitations. Originals or reproductions were provided by manufacturers through a request. We make no warranty as to the correctness of information provided in this document and you assume all risk. By placing these manuals on line we are not declaring our corporation to be an manufacturer authorized dealer or provider, please check our web site for authorized manufacturers we represent.

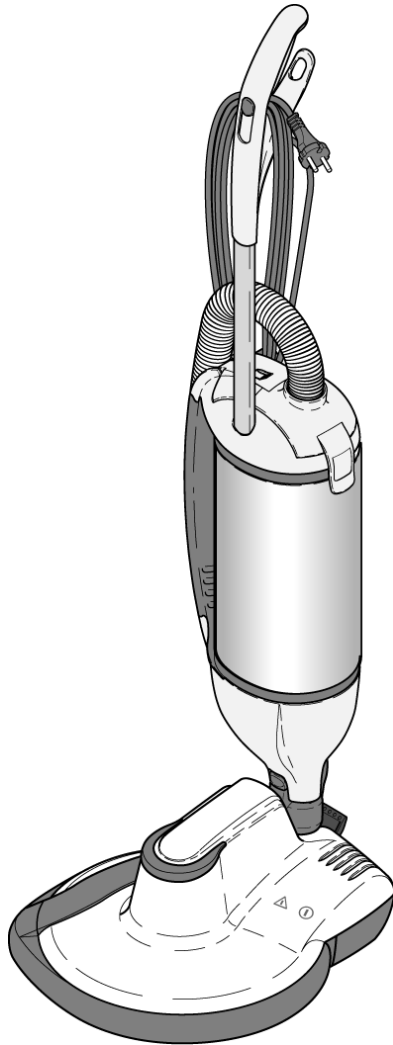
# ACCESS



## *Polisher*

Operating Instructions (ENG)

**MODELS:** 1.012-063.0



*Read instructions before operating the machine.*

---

## **MACHINE DATA LOG**

Model: \_\_\_\_\_

Date of Purchase: \_\_\_\_\_

Serial Number: \_\_\_\_\_

Dealer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Sales Representative: \_\_\_\_\_

# TABLE OF CONTENTS

*Machine Data Log/Overview* ..... 2  
*Table of Contents* ..... 3

## HOW TO USE THIS MANUAL

*How to use this Manual* ..... 1-1

## SAFETY

*Important Safety Instructions* ..... 2-1  
*Hazard Intensity Level* ..... 2-2  
*Grounding Instructions* ..... 2-3

## OPERATIONS

*Technical Specifications* ..... 3-1  
*How This Machine Works* ..... 3-1  
*Components/Controls* ..... 3-2  
*Assembly* ..... 3-3  
*Operating Instructions* ..... 3-3  
*Indicator Light* ..... 3-4  
*Floor Preparation* ..... 3-4

## MAINTENANCE

*Filters* ..... 4-1  
*Filter/Bag Replacement* ..... 4-1  
*Motor Protection Filter* ..... 4-1  
*LED-Display* ..... 4-2  
*Changing the Floor Pad* ..... 4-2  
*Floor Pads* ..... 4-2  
*Removing Blockages* ..... 4-3

## PARTS LIST

*Accessories & Spare Parts* ..... 5-1  
*Vacuum* ..... 5-2  
*Polisher Head* ..... 5-4

# HOW TO USE THIS MANUAL

This manual contains the following sections:

- HOW TO USE THIS MANUAL
- SAFETY
- OPERATIONS
- MAINTENANCE
- PARTS LIST

The HOW TO USE THIS MANUAL section will tell you how to find important information for ordering correct repair parts.

Parts may be ordered from authorized Windsor dealers. When placing an order for parts, the machine model and machine serial number are important. Refer to the MACHINE DATA log which is filled out during the installation of your machine. The MACHINE DATA log is located on the inside of the front cover of this manual.

Model: _____
Date of Purchase: _____
Serial Number: _____
Dealer: _____
Address: _____
Phone Number: _____
Sales Representative: _____

The model and serial number of your machine is on the bottom back-end of the machine.

The SAFETY section contains important information regarding hazard or unsafe practices of the machine. Levels of hazards is identified that could result in product or personal injury, or severe injury resulting in death.

The OPERATIONS section is to familiarize the operator with the operation and function of the machine.

The MAINTENANCE section contains preventive maintenance to keep the machine and its components in good working condition. They are listed in this general order:

- Filters
- Blockages

The PARTS LIST section contains assembled parts illustrations and corresponding parts list. The parts lists include a number of columns of information:

- **REF** – column refers to the reference number on the parts illustration.
- **PART NO.** – column lists the part number for the part.
- **PRV NO.** - reference number.
- **QTY** – column lists the quantity of the part used in that area of the machine.
- **DESCRIPTION** – column is a brief description of the part.
- **SERIAL NO. FROM** – column indicates the first machine the part number is applicable to. When the machine design has changed, this column will indicate serial number of applicable machine. The main illustration shows the most current design of the machine. The boxed illustrations show older designs. If column has an asterisk (\*), call manufacturer for serial number.
- **NOTES** – column for information not noted by the other columns.

*NOTE: If a service or option kit is installed on your machine, be sure to keep the KIT INSTRUCTIONS which came with the kit. It contains replacement parts numbers needed for ordering future parts.*

*NOTE: The number on the lower left corner of the front cover is the part number for this manual.*

## **IMPORTANT SAFETY INSTRUCTIONS**

**When using an electrical appliance, basic precaution must always be followed, including the following:**

**! WARNING:** READ ALL INSTRUCTIONS BEFORE USING THIS MACHINE.

**To reduce the risk of fire, electric shock, or injury: Use only indoors.** Do not use outdoors or expose to rain.

**Use only** as described in this manual. Use only manufacturer's recommended components and attachments.

If the machine is **not working properly**, has been dropped, damaged, left outdoors, or dropped into water, return it to an authorized service center.

**Do not** operate the machine with any openings blocked. Keep openings free of debris that may reduce airflow.

**Machine can cause a fire** when operating near flammable vapors or materials. Do not operate this machine near flammable fluids, dust or vapors.

For cleaning dry hard floors only. **Do not use on wet floor.**

Do not expose the machine to liquid, moisture or heat.

Do not touch the floor pad or drive while the machine is running.

Do not use machine without floor pad.

Do not use outdoors or on inappropriate surfaces, e.g stone or concrete.

Before using machine, remove all sharp and abrasive materials (i.e. grit and sand) with a vacuum cleaner.

This machine is suitable for commercial use, for example in hotels, schools, hospitals, factories, shops and offices for more than normal housekeeping purposes.

Maintenance and repairs **must be done** by qualified personnel.

**During operation**, attention shall be paid to other persons, especially children.

**The machine shall only** be operated by instructed and authorized persons.

**When leaving unattended**, unplug the machine.

**Do not** handle the plug or machine with wet hands.

**Do not** unplug machine by pulling on cord. To unplug, grasp the plug, not the cord.

**Do not** use with damaged cord or plug. Follow all instructions in this manual concerning grounding the machine.

**Do not** pull or carry by cord, use cord as a handle, close a door on cord, or pull cord around sharp edges or corners.

**Do not** pull/run machine over cord. **Keep** cord away from heated surfaces.

Connect to a **properly** grounded outlet. See Grounding Instructions.

## **SAVE THESE INSTRUCTIONS**

## **SAFTEY**

The following symbols are used throughout this guide as indicated in their descriptions:

### **HAZARD INTENSITY LEVEL**

There are three levels of hazard intensity identified by signal words - **WARNING** and **CAUTION** and **FOR SAFETY**. The level of hazard intensity is determined by the following definitions:



**WARNING** - Hazards or unsafe practices, which COULD result in severe personal injury or death.



**CAUTION** - Hazards or unsafe practices, which could result in minor personal injury or product or property damage.

### ***FOR SAFETY: To Identify actions, which must be followed for safe operation of equipment.***

Report machine damage or faulty operation immediately. Do not use the machine if it is not in proper operating condition. Following is information that signals some potentially dangerous conditions to the operator or the equipment. Read this information carefully. Know when these conditions can exist. Locate all safety devices on the machine. Please take the necessary steps to train the machine operating personnel.

### ***FOR SAFETY:***

**DO NOT OPERATE MACHINE:**

- Unless trained and authorized.
- Unless operation guide is read and understood.
- In flammable or explosive areas.
- In areas with possible falling objects.

### ***WHEN SERVICING MACHINE:***

Avoid moving parts. Do not wear loose clothing; jackets, shirts, or sleeves when working on the machine. Use Windsor/manufacturer approved replacement parts.

## GROUNDING INSTRUCTIONS

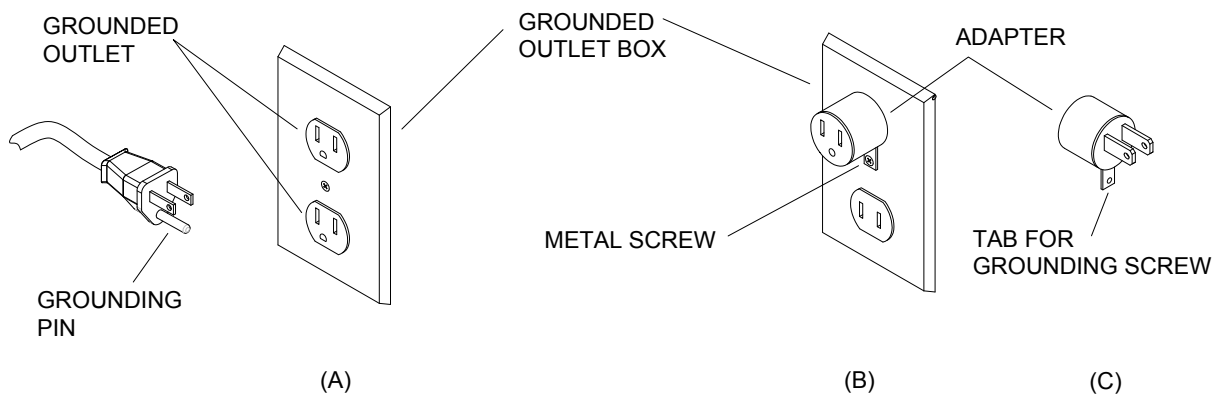
This appliance must be grounded. If it should malfunction or breakdown, grounding provides a path of least resistance for electric current to reduce the risk of electric shock. This appliance is equipped with a code having an equipment-grounding conductor and grounding plug. The plug must be inserted into an appropriate outlet that is properly installed and grounded in accordance with all local codes and ordinances.

### WARNING

Improper connection of the equipment-grounding conductor can result in a risk of electric shock. Check with a qualified electrician or service person if you are in doubt as to whether the outlet is properly grounded. Do not modify the plug provided with the appliance – if it will not fit the outlet, have a proper outlet installed by a qualified electrician.

This appliance is for use on a nominal 120-volt circuit, and has a grounded plug that looks like the plug illustrated in sketch **A**. A temporary adaptor looks like adaptor illustrated in sketches **B** and **C**, may be used to connect this plug to a 2-pole receptacle as shown in sketch **B** if a properly grounded outlet is not available. The temporary adaptor should be used only until a properly grounded outlet (sketch **A**) can be installed by a qualified electrician. The green colored rigid ear, lug or the like extending from the adaptor must be connected to a permanent ground such as a properly grounded outlet box cover. Whenever the adaptor is used, it must be held in place by a metal screw.

Note: In Canada, the use of a temporary adaptor is not permitted by the Canadian Electrical Code.



# OPERATIONS

## TECHNICAL SPECIFICATIONS

<b>VACUUM PORTION: (Carry unit)</b>	
<b>ITEM</b>	<b>DIMENSION/CAPACITY</b>
Vacuum Motor	High Performance, single stage
Vacuum Motor Rated Power	1000 Watts
Vacuum Motor Maximum Power	1300 Watts
Suction	225 Mbar (2300 mm WS)
Air Flow	106 cfm (50 l/s)
Filter Bag Capacity	3.5 liters, 3 layer, enclosed, top-loading
Weight	
Without power head	9.9 (4.5 kg)
With power head	18.5 lbs (8.4 kg)
Dimensions - Height	48 in (123 cm)
Housing	Injection molded, high impact ABS and PP plastic
Cable	31 ft (9.5 M) 18/3 SJT

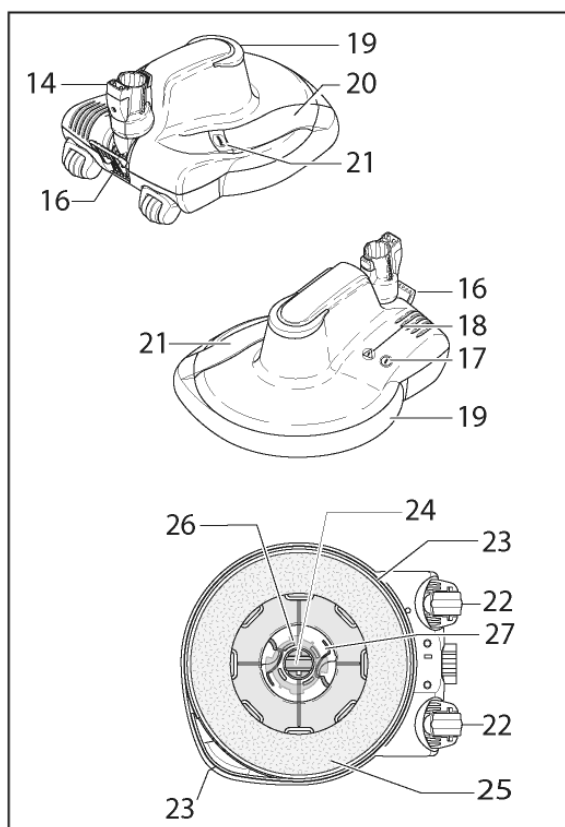
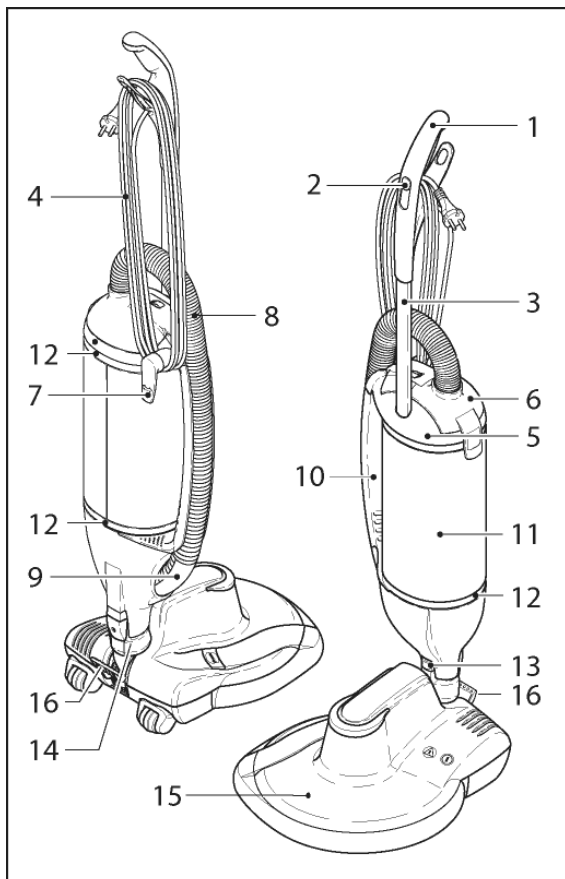
<b>POWER HEAD: (Detachable Head)</b>	
<b>ITEM</b>	<b>DIMENSION/CAPACITY</b>
Motor	200 Watts
Speed	2000 rpm
Floor pad diameter	11.50 inches (294 mm)
Protection	Grounded

## HOW THIS MACHINE WORKS

The high speed of the polisher pad causes the ingredients in the floor maintainer to bond together and form a layer. In this way you achieve a high gloss shine and create a new surface which protects the flooring.

**NOTE:** All repairs should be performed by an authorized service representative.

## COMPONENTS/CONTROLS



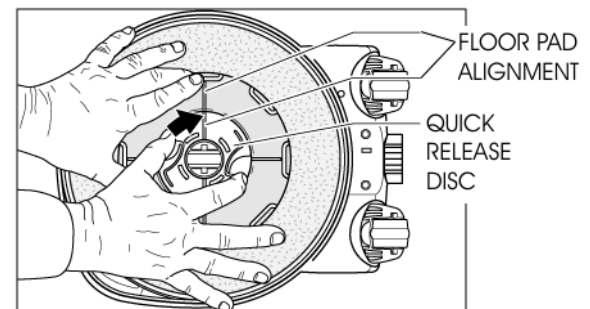
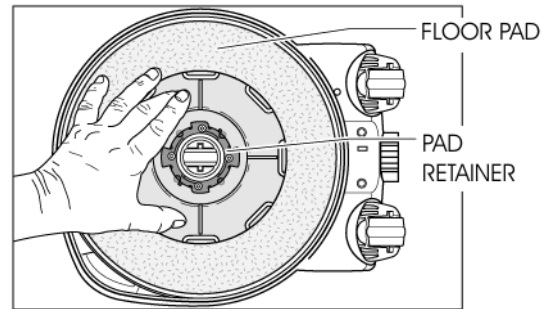
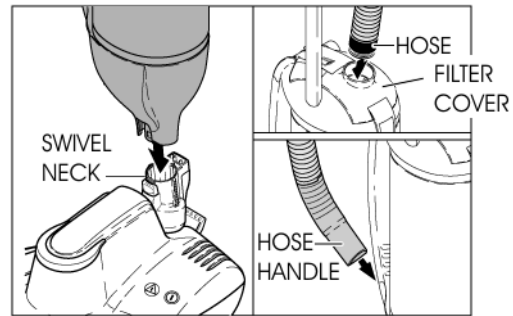
1. Handle
2. On/Off Switch
3. Handle Tube
4. Power Supply Cable
5. Dust Bag Housing
6. Filter Cover
7. Cable Hook
8. Hose
9. Hose Handle
10. Carrying Handle
11. Exhaust Filter
12. Filter Retaining Rings
13. Release Button
14. Swivel Neck
15. UHS floor polisher
16. Foot Pedal
17. LED-operation light (green)
18. LED-overload light (red)
19. Bumper
20. Suction duct access cover
21. Release button
22. Castor
23. Seal
24. Support castor
25. Floor Pad
26. Pad retainer
27. Quick-release disc

# OPERATIONS

## ASSEMBLY

**CAUTION** Please read all instructions before using this machine.

1. To assemble, carefully attach the polisher nozzle to the vacuum cleaner through the fitting at the bottom of the vacuum until it locks.
2. Push the black end of the hose into the connection on the filter cover.
3. Insert the hose handle into the suction opening on the side and press the hose into its place on the side of the machine.
4. Fit the Floor Pad into the recesses of the pad retainer located underneath the polisher head.
5. Push the Floor Pad down with one hand against the resistance of the four spring loaded ejector pins.
6. Fit the Quick-release disc with the other hand and turn it clockwise until the lever arms click into the floor pad.
7. The Quick-release disc is fitted correctly when its lines and the lines on the floor pad coincide.

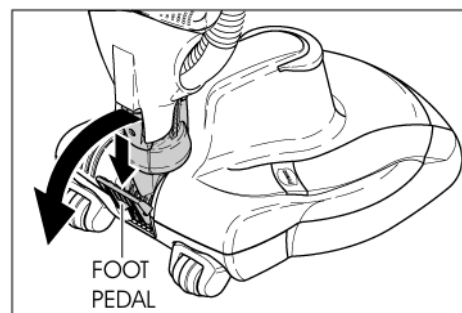
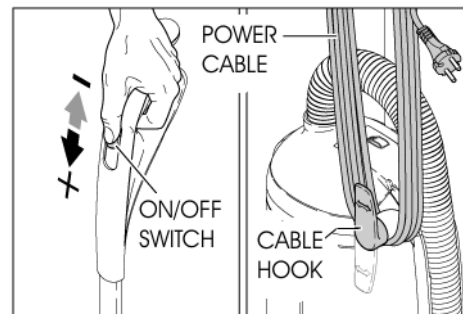


## OPERATING INSTRUCTIONS

**NOTE:** Use this Polisher according to the following instructions.

This Polisher is recommended for the optimal cleaning of your high-quality, water resistant hard floors. The rotating design of the swivel neck allows the suction-polisher to move in any direction.

1. Ensure that the on / off switch of your Polisher is in the off position.
2. Release the vacuum cleaner cable completely and plug it into the wall outlet. Now you can start the machine by pressing the on / off switch. This Polisher has a soft-start system so there may be a slight delay before it operates.
3. To start, push the foot pedal of the floor polisher and lower the telescopic tube or respectively the vacuum cleaner. Failure to use the foot pedal will cause lasting damage to the machine. The food pedal locks the swivel neck in an upright position. In this position the Polisher automatically turns off. The swivel neck has an internal lock which will hold the machine in the central position to avoid unwanted rotation.



**CAUTION** After using the polisher hold the polisher until the floor pad stops rotating.

## **CAUTION**

*When using the hose and attachments, keep the machine in the upright positions.*

The hose handle can be removed from the side of the vacuum and can be used with or without attachments. Maintain a grasp on the machine when using the hose as it can tip if the hose is pulled too far. The machine can also be used without a power head or other floor tool. You can easily carry the machine by using the carrying handle. When you have finished using the machine, turn it off by moving the on/off switch into the off position. Then unplug the cable and wind it onto the cable hook and handle

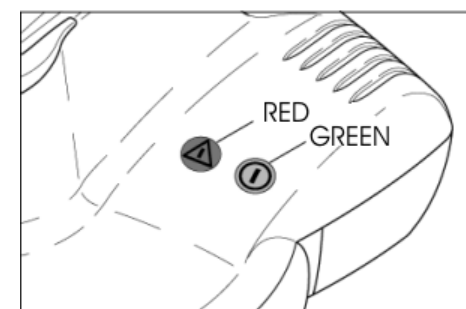
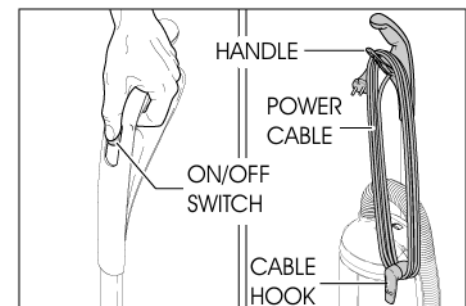
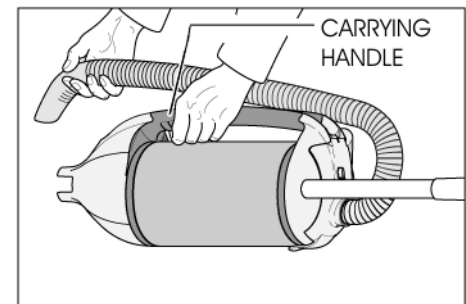
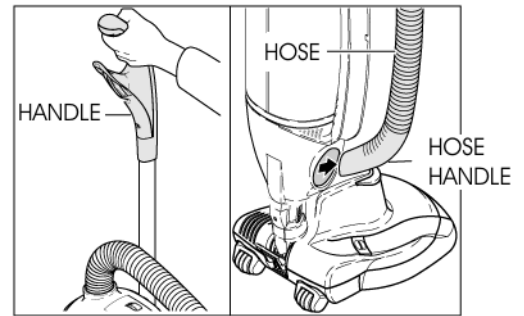
## FLOOR PREPARATION

1. First, clean your floor with a vacuum cleaner. Afterwards clean the floor with a detergent cleaner as per the manufacturers instructions.
2. Once dry, polish the floor with the green Floor Pad. It is recommended to move the floor polisher slowly over the floor in a regular motion and to go in different directions for best results.

## INDICATOR LIGHTS

The green LED light indicates that the polisher is operational.

The red LED light comes on if the machine has shut down for safety reasons, for example, overload or clogging. (See Removing Blockage section.)



# MAINTENANCE



Use only genuine replacement floor pads to ensure performance, longevity and safety.

## FILTERS

When the orange bag full indicator is showing, airflow is reduced. This could be because the filter bag is full, the filters clogged, or there may be a blockage (see Removing blockages).

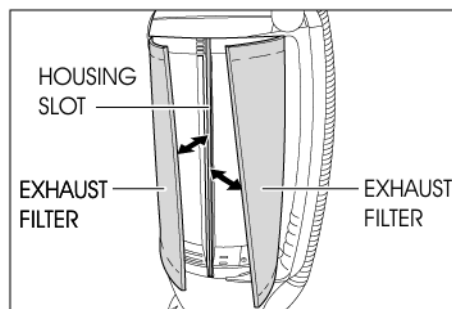
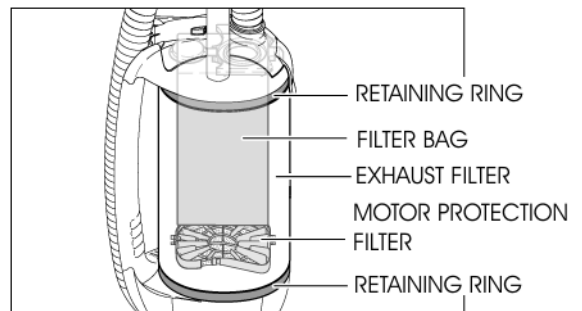
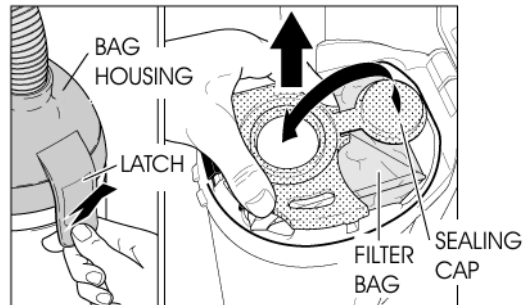
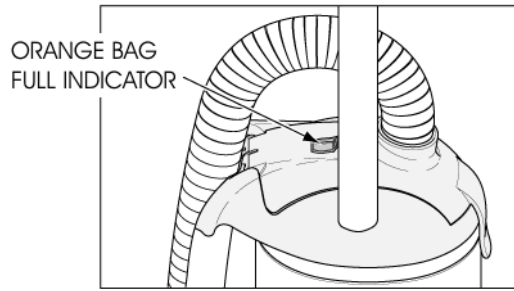
## CHANGING THE FILTER BAG

To remove the filter bag, open the latch on the side of the bag housing. Close the filter bag with the sealing cap and lift it out. The procedure to replace the bag is illustrated on the front of each bag. You cannot close the bag housing if the bag is fitted incorrectly.

## MOTOR PROTECTION FILTER AND EXHAUST FILTER

The motor protection filter is only accessible by removing the filter bag. Lift the motor protection filter up by the bracket. When replacing the motor protection filter make sure that it is pressed in position tightly. The motor protection filter should be changed when it is dirty or at the latest when you have used 20 filter bags. Change the exhaust filter at the same time as the motor protection filter. To do this, carefully remove the filter retaining rings and put them to the side. Next pull the enforcement strips of the exhaust filter out of the housing slot and remove the exhaust filter from the housing. When reassembling, please ensure the exhaust filter is fitted correctly in the housing slots and the filter retaining rings are installed correctly. Otherwise the filter will be ineffective.

**NOTE:** Use only genuine replacement bags and filters to ensure effectiveness and safety. Do not wash any filters.



## LED-DISPLAY

The green LED light indicates that the floor polisher is operational. The red LED light comes on if the machine has shut down for safety reasons e.g. overload or clogging (refer to "Removing Blockages").

**CAUTION** Please check the Floor Pad regularly for sharp and abrasive materials e.g. grains of sand. If necessary please change the pad, otherwise floor damage can occur.

## CHANGING THE FLOOR PAD

To change the Floor Pad, hold the floor pad with one hand and squeeze the lever arms of the Quick-release disc together. Turn the Quick-release disc counter-clockwise and remove it. The floor pad will release from the pad retainer and can be removed.

**NOTE:** The underside of the machine should be cleaned regularly.

**NOTE:** New design Floor Pads fit all models, however olds design Floor Pads will not fit the new quick-release system.

## FLOOR PADS

There are four different cleaning pads available to cover applications for your polisher.

### Blue Floor Pad

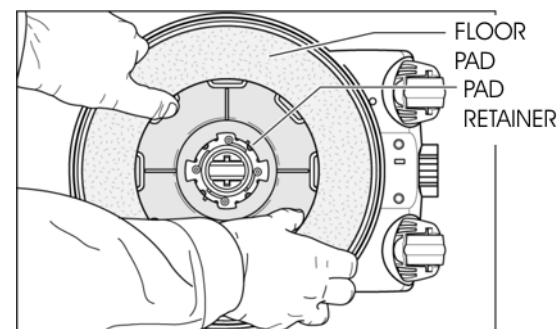
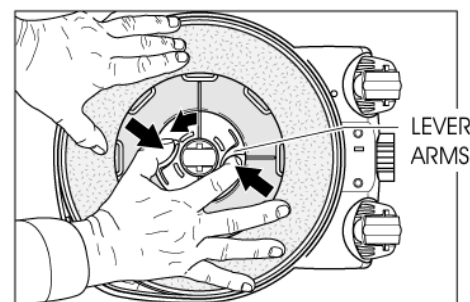
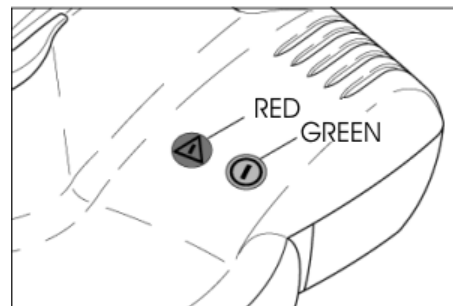
The blue floor pad is recommended for daily maintenance and will maintain a high gloss on soft coated floors.

### Green Floor Pad

The green floor pad is recommended for daily maintenance and will maintain a high shine with a hard surface.

### Red and Yellow Floor pad

The red and yellow floor pads are for restoring a shine to worn floor which have a hard surface.

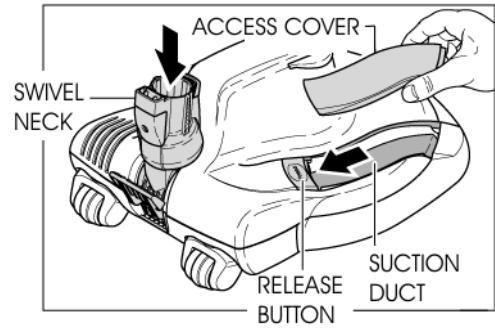


# MAINTENANCE

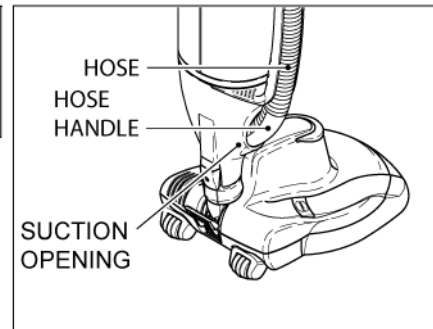
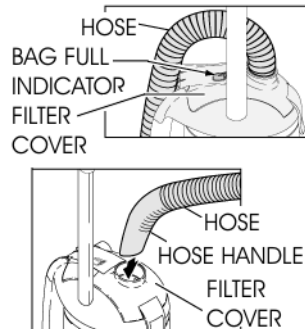
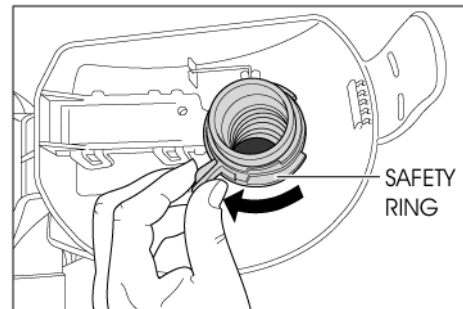
## REMOVING BLOCKAGES

**CAUTION** Never clean the hose with a stick or pointed object.

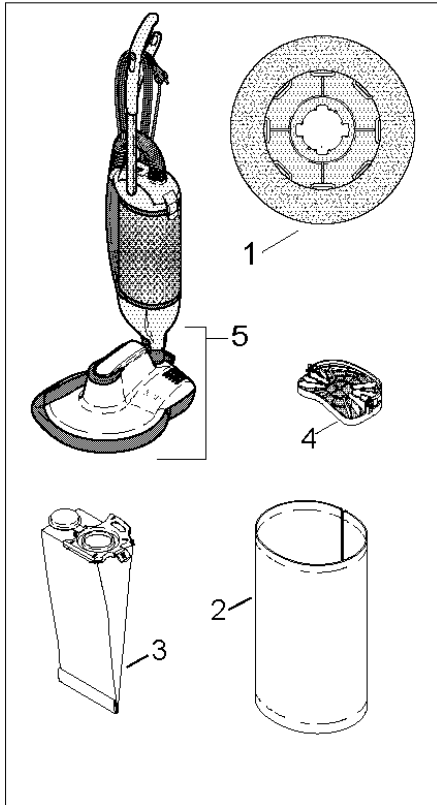
If there is a blockage, check the pad area (under side) first. To do this first remove the floor pad, see “Changing the Floor Pad”. Also check the suction duct . Push the release button and remove the suction duct access cover. Check the swivel neck of the Polisher. Ensure there is no blockage between the suction duct and the inlet of the swivel neck.



If the orange bag full indicator is showing after the filter bag has been changed and the filters are in good condition, there is likely a blockage in the system. First, check for suction at the end of the hose. If you can only feel a small amount of suction, the blockage is in the hose. To unblock, loosen the safety ring on the lid. Remove the hose from the machine and reverse the airflow through the hose by putting the hose handle in the connecting tube of the filter cover. Stretch the hose in the spot where the blockage is and open and close the end of the hose. Also check the suction opening, which the hose handle fits into.

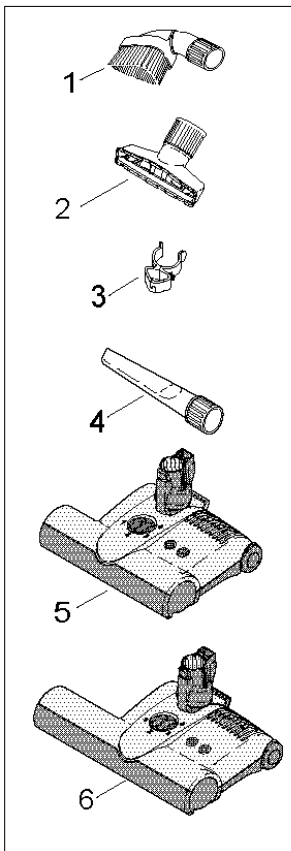


## ACCESSORIES & SPARE PARTS



### SPARE PARTS

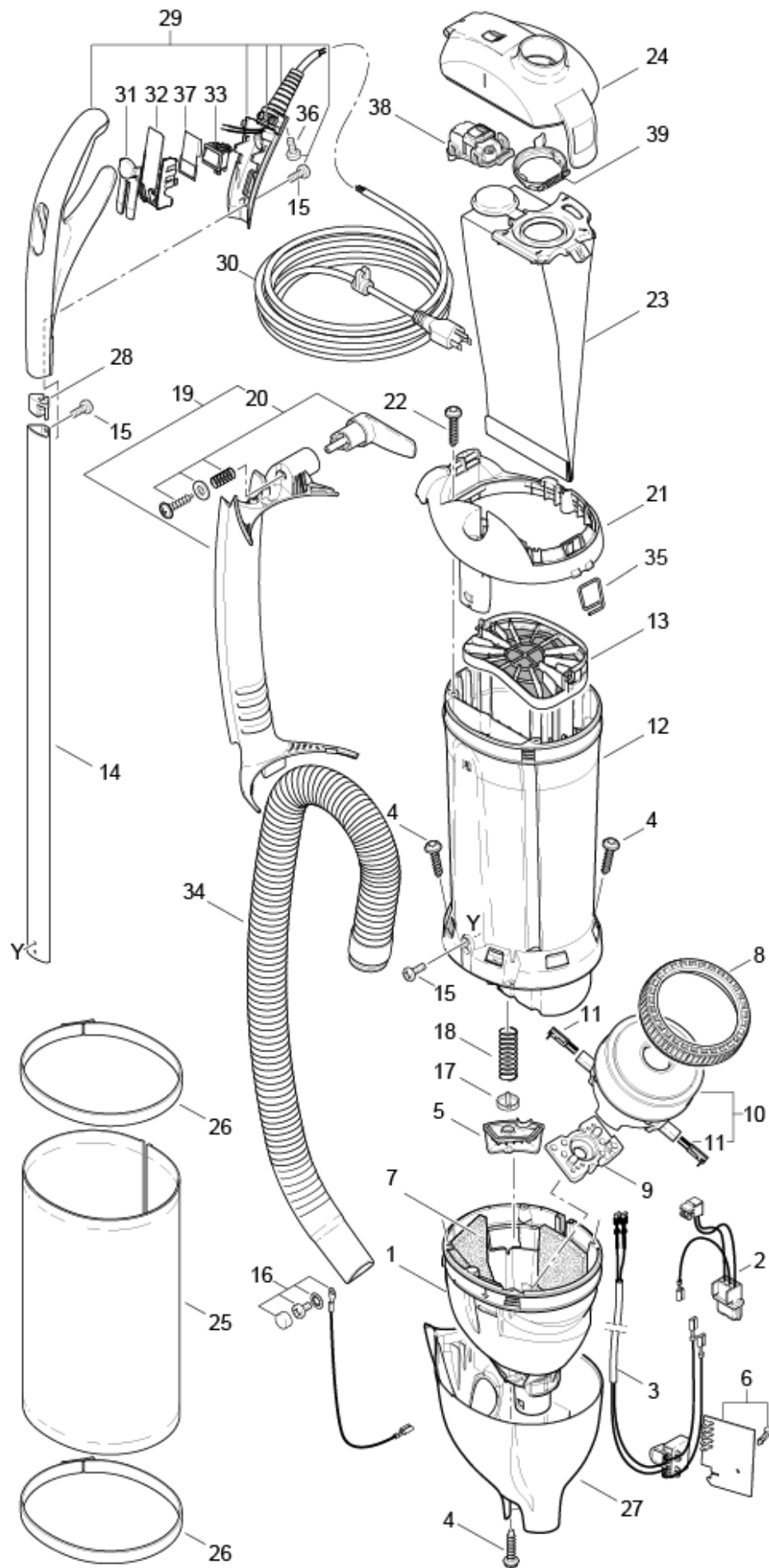
Ref	Part No.	Prv. No.	Description
1A	86320520	3230WI30	DIAMOND PAD GREEN FINE ABRASION
1B	86312140	3230WI00	BLUE FLOOR PAD
1C	86320530	3286WI40	DIAMOND PADS RED/YELLOW COMBO PACK
2	86309330	-	FILTER, EXHAUST
3	86284790	7029WI	FILTER BAG
4	86284770	7012	FILTER, MOTOR PROTECTION
5	86323990	-	AXCESS POLISHER POWER HEAD



### ACCESSORIES

Ref	Part No.	Prv. No.	Description
1	86138400	1094DG	DUSTING BRUSH, DK GRAY
2	86146290	1491DG	UPHOLSTERY NOZZLE, DK GRAY
3	86322440	1081DG	CLIPS, ATTACHMENT, DK GRAY
4	86322450	1092DG	CREVICE TOOL, DK GRAY
5	86324000	-	POWER HEAD 12"
6	86324010	-	POWER HEAD 15"

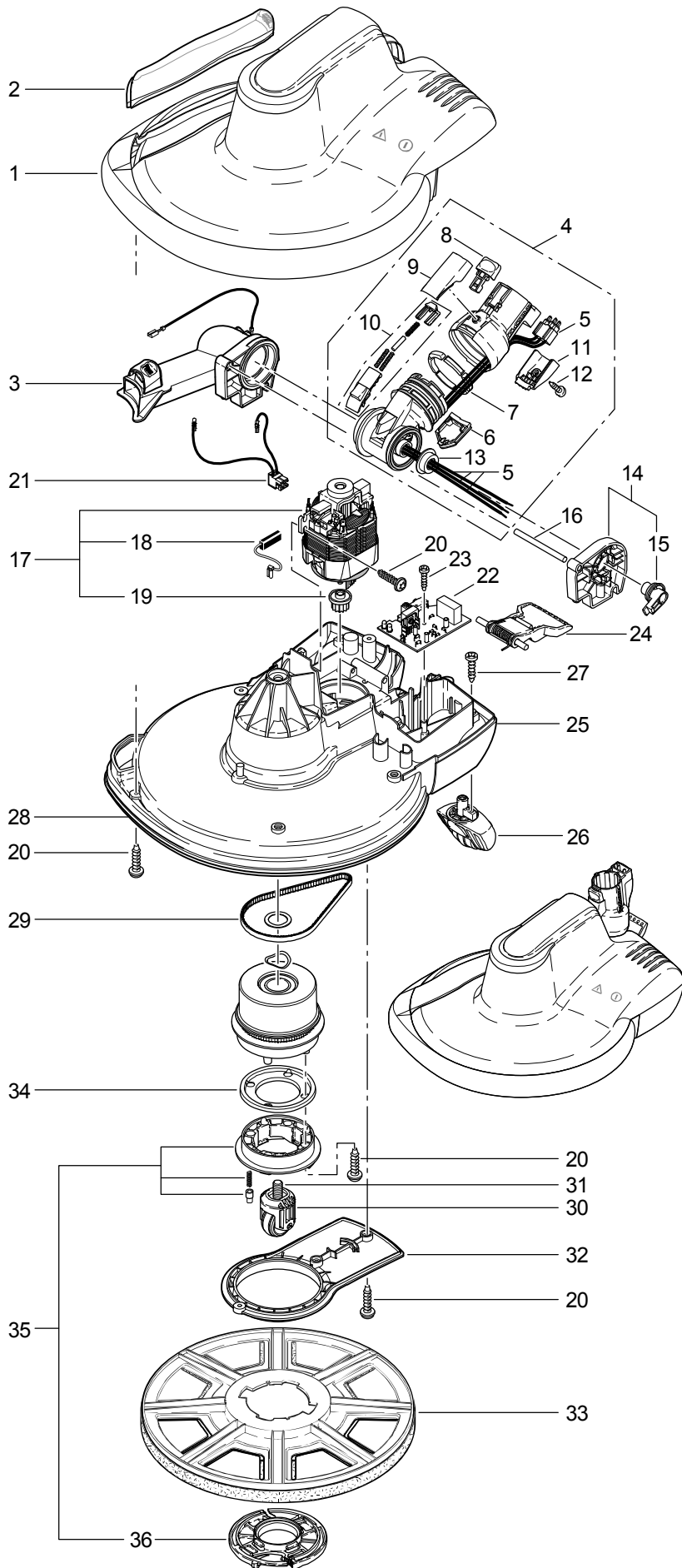
# VACUUM



**VACUUM**

POS.	PRODUCT CODE	PRV NO.	DESCRIPTION	NOTES:
1	86137750	7135DG	AIR DUCT	
2	86146820	7065	INTERNAL WIRING ET	
3	86142920	7096	INTERNAL CABLE	
4	86144780	01016ER	SCR, 4X16-T20 STS	
5	86146510	7057HG	VALVE COVER	
6	86139960	7102ER	PRINTED CIRCUIT BOARD 120V	
7	86145180	7098	SOUND INSULATION	
8	86146380	1047	VAC MOTOR SEAL	
9	86144740	7009	RUBBER MOUNTING	
10	86143660	7041ER	VAC MOTOR 120V	
11	86138380	05140S	CARBON BRUSH SET	
12	86362910	7001WI	DUST BAG HOUSING	
13	86284770	7012	FILTER, MOTOR PROTECTION	
14	86142510	7080ER	HANDLE TUBE	
15	86144830	0127ER	SCR M 4X10	
16	86146830	7068ER	INTERNAL WIRING	
17	86146490	7025	VALVE DISC	
18	86362770	7028ER	VAVLE SPRING	
19	86142680	7090HG	HOSE DUCT	
20	86139340	7027HG	CABLE HOOK	
21	86309310	7092hg	COVER, DUST BAG HOUSING HG	
22	86144790	01017ER	SCR, 4X20-T20 STS	
23	86284790	7029WI	FILTER BAG	
24	86309320	7091hg	FILTER COVER HG	
25	86309330	7095WI	EXHAUST FILTER HG	
26	86141460	7017hg	EXHAUST FILTER CLAMP	
27	86309340	7169WI	LOWER HOUSING HG	
28	86146250	7076HG	TUBE PLUG	
29	86370700	7163WI	HANDLE GRIP CPL	
30	86139350	7126BL	CABLE 120V, US	
31	86145140	7035BL	SLIDING BUTTON	
32	86142500	7073HG	HANDLE FRAME	
33	86145480	05138	ROCKER SWITCH, 2 POL.	
34	86142670	7050SB	HOSE DUCT	
35	86369810	7024ER	SPRING HATCH FILTER COVER SET	
36	86363370	01036ER	SCREW M4 X 14	
37	86309880	7142	PROTECTION FILM	
38	86141670	7094ER	FILTER INDICATOR, CPL.	
39	86144630	7018OR	RETAINING RING, CPL.	

# POLISHER HEAD



## POLISHER HEAD

POS.	PRODUCT CODE	PRV NO.	DESCRIPTION	NOTES
1	86314610	3204WI	POWER HEAD COVER	
2	86314360	3205TG	SUCTION DUCT ACCESS COVER	
3	86314370	3258DG	SWIVEL NECK SUPPORT	
4	86314380	3227DG	TURNING SWIVEL NECK	
5	86314390	3249	WIRING SWIVEL NECK	
6	86324850	2947DG	COVER	
7	86144990	2950ER	BEARING SEGMENTS	
8	86324860	1737DG	RELEASE BUTTON	
9	86324870	2952DG	BUTTON COVER	
10	86324880	2945DG	SWIVEL NECK SLIDE	
11	86324890	2951DG	SOCKET COVER, TS-NECK	
12	86144820	01027ER	SCREW F 3,9X9,5 DIN7981	
13	86138140	2954	SWIVEL NECK BEARING	
14	86314450	3257ER	SWIVEL NECK SUPPORT L.H.	
15	86314460	3238	SWITCH LEVER	
16	86314470	2938ER	AXLE HSB	
17	86314480	3252ER	MOTOR 120V CPL HSB	
18	86138390	05141S	PAIR OF CARBON BRUSHES	
19	86314490	3222	MOTOR PULLEY HSB	
20	86144780	01016ER	SCREW	
21	86314500	3245	INTERNAL CABLE	
22	86314510	3242ER	PRINTED CIRCUIT BOARD 120V	
23	86321410	01029ER	SCREW C 2,9X13	
24	86141710	2937OR	FOOT PEDAL	
25	86314520	3201DG	CHASSIS HSB	
26	86314530	3254DG	REAR CASTOR	
27	86147030	0102	SCREW F 3,9X13 DIN 7981	
28	86314540	3268ER	SEALING STRIP	
29	86314550	3221	DRIVE BELT HSB	
30	86314560	3220ER	CENTER CASTOR	
31	86314570	01033ER	SCREW, M10X25 DIN 7991	
32	86314580	3202DG	BELT DRIVE COVER	
33	86312140	3230WI00	BLUE FLOOR PAD	
-	86320520	3230WI30	DIAMOND PAD GREEN FINE ABRASION	
-	86320530	3286WI40	DIAMOND PADS RED/YELLOW COMBO PACK	
34	86314590	3219	SEAL HSB	
35	86320540	3281NE	BURNISHER PAD RETROFIT KIT	
36	86321420	3280	PAD HOLDER QUICK RELEASE	

**NOTES:**

## AXCESS POLISHER

# Warranty Registration

Thank you for purchasing a Windsor product. Warranty registration is quick and easy.  
Your registration will allow us to serve you better over the lifetime of the product.

To register your product go to:

[www.windsorind.com/WarrantyRegistration.aspx](http://www.windsorind.com/WarrantyRegistration.aspx)

For customer assistance:

1-800-444-7654



