Command Post / Command Logistics

Operators Manual
COMMAND POST SHELTER

PRODUCT OVERVIEW
This shelter can be used for command/control, triage, or a warming shelter. It has a compact footprint in an extremely portable and light weight package.

FEATURES & BENEFITS
- Pre-fabricated design insures state-of-the-art performance, reliability and speed of deployment.
- Exterior canopy configuration allows the frame to be on the inside and provide ample area from which to hang equipment.
- Corrosion resistant anodized patented aluminum frame with chemical resistant fabric provides for long life and reliability.
- Compact footprint and light weight insure easy two person deployment under any conditions.

COMMAND POST SHELTER SPECIFICATIONS

<table>
<thead>
<tr>
<th>Part Number</th>
<th>SCP-TZB04-Z*</th>
<th>SCP-TZB05-Z*</th>
<th>SCP-TZB06-Z*</th>
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<tr>
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<td>Exterior Fabric</td>
<td>Customer Specified*</td>
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<td>Nominal Size</td>
<td>10’ L x 8’ W</td>
<td>13’ L x 8’ W</td>
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<td>Shelter Stored Cube</td>
<td>30” x 30&quot; x 30&quot;</td>
<td>32” x 32” x 32”</td>
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<tr>
<td>Shelter Weight</td>
<td>72 lbs</td>
<td>90 lbs</td>
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<td>Shipping Weight</td>
<td>190 lbs</td>
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<td>Zippered End Doors</td>
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SHELTER INCLUDES
- (1) 14” Diameter Snorkeled Port per Side
- (2) Paneled Zippered End Doors w/ Velcro Strips
- (1) Ground Cloth
- (1) Anchor Kit
- (1) Repair Kit
- (1) Transport Bag
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CUSTOMER COMMENTS ERROR! BOOKMARK NOT DEFINED.
## Warranty

### WARRANTY CLAIM FORM

#### END USER INFORMATION

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#### CONTRACT INFORMATION

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*Please describe failure or defect and circumstances leading to its discovery*

Use reverse side of this form and/or additional sheets as necessary. Please include any photos or drawings that help describe the failure or defect.
General Information

1 Overall System Description

This manual provides an overview and presents the basic methodology for placing the system in operation. The methodology presented should be considered as simply a reference point. Individual system configurations may vary, and response teams will adapt the methodology to suit their specific staffing, protocols, and missions. Each team should practice, modify, and implement the methodology that best optimizes their performance and best accomplishes their stated mission.

For technical support or comments regarding this document, please contact:

TVI Corporation
7100 Holladay Tyler Road
Glenn Dale, MD 20769
1 (301) 352-8800
2 Safety Precautions

A. Never climb on shelter.

B. Use the correct number of people for shelter carry, shelter deployment, and shelter strike.

C. Immediately vacate shelter upon releasing locking straps prior to collapsing shelter.

D. Keep hands and fingers out of shelter frame during the collapsing of shelter.

E. Keep open flames away from shelter fabrics.

F. Properly ventilate shelter when using fuel burning devices such as heaters and cooking stoves.

G. Use the proper number of wind lines and stakes.

H. Use proper stakes for various soil types and soil conditions.

I. Avoid placing stakes and wind lines in front of doors, paths, and walkways.

J. Regularly inspect and adjust wind lines and ground stakes.

K. Prepare for expected harsh weather by adding ground stakes, wind lines, and sandbags.

L. Remove accumulated snow from the roof of the shelter.

M. Secure shelter during gusty wind by closing doors and window covers.

N. Change to correct stakes if soil conditions change such as after prolonged rain or thawing.

O. When carrying or deploying the shelter keep your back straight and lift with your legs and arms.

P. The system has been designed for rugged performance in rough field conditions. However, the shelter can be damaged if handled improperly. The following precautions in handling and storage must be carefully observed:

   a. Lift or push the shelters by grasping a node, loop, or lift strap only.

   b. Avoid lifting, pulling, or pushing the shelter with the fabric.

   c. Stack the stored shelter only in its upright position and not on its side. Beams should be standing up, with nodes on the bottom and top.

   d. When off-loading or loading, do not let the shelter drop or fall from the transport vehicle.
e. Do not over tighten the compression belt strap around the center of the shelter when compacting the shelter for re-packing in the transport bag. Compression belts at the top or bottom around the array of nodes may be pulled as tight as possible.

f. Do not place the shelter directly on the lift arms of a forklift; first place it on a pallet.

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**Note that the TVI articulating frame consists of a one-piece expanding semi-dome structure.**

*It expands in all directions simultaneously.*

Thus, the shelter must be deployed all at once by lifting and pushing upward in the center of the roof section.

**Attempts to deploy only one side or one end of the shelter will cause damage to the frame.**
3 General Operating Information

The system consists of several items of equipment with a specific function. Collectively, all items work together to achieve the design goals of the system. Your configuration may or may not include all of the systems here described.

The equipment items can be grouped into several functional categories or modules intended to perform a specific task or service. These functional groups are:

3.1 Shelter and Shelter Accessories

This component provides an exterior shelter to protect operations from the weather and to provide privacy of operations. It provides interior compartments to separate processing functions and provide privacy for individual casualties.

Summary

The system will typically be deployed with the response team to the scene of a disaster involving victims who have been contaminated with a HAZMAT or WMD agent. It is designed to be placed into operation within minutes to minimize the input of exposure to the agent.

The system is man portable, and requires no power equipment or special tools for setup. It is self-contained, except for water and power, to operate continuously for one hour without replenishment. It can be deployed in any open and reasonably level area.
Preparation for Operations

4 General Deployment Procedures

4.1 Introduction

This section will provide a basic methodology for complete deployment of the shelter. The steps and procedures will be presented sequentially, but many will be done in parallel. See follow-on chapters for detailed instructions.

The Basic Methodology assumes a Setup Team of two persons. If there are more persons on the Response Team, more tasks can be shared. Other members will also begin the process of casualty triage and management, and complete preliminary preparations.

4.2 Selection of Site

The shelter can be set up almost any open and level place - parking lot, lawn, or inside. The most urgent requirement will be water, and the site should be as close as possible to a Fire Hydrant or Hose Bibb. Remember that water pressure will drop as distance increases.

Thought should be given to the requirement for anchoring the shelter, particular if winds are present or likely. One side of the shelter should be placed directly toward or into the prevailing wind.

4.3 Staging of Equipment

Upon arrival at the scene and selection of the setup area, the response vehicle should be parked as close as possible to the area to minimize movement of shelter components. The equipment should initially be staged, using as many members of the Team as necessary. The components are likely to become packed tightly together, and may take some effort to unload. They should be placed convenient to the setup site, but not so close that they get in the way.
This section presents instructions for the deployment of the shelter. The shelter will be very easily erected if these instructions are followed. **NOTE: THE PHOTOS IN THE GUIDE SHOW A SHELTER WITH RIBS ON THE OUTSIDE. ALL STEPS ARE THE SAME REGARDLESS OF IF YOUR SHELTER HAS AN INTERIOR OR AN EXTERIOR FRAME.**

Note that TVI shelters do not function the same way as old-fashioned tents, but are state-of-the-art articulating frames.

Please read **Safety Precautions** at the beginning of this document before attempting to erect or deploy the shelter.

The shelter requires a crew of three people to erect the shelter. These instructions are based upon the use of a three-person crew. This set-up team will be referred to as the “crew” and each individual will be referred to as a “person”.

### 5.1 Place the Ground Cloth

1. Release the two outer retainer straps of the bag.
2. Open the two outer flap covers of the bag.
3. Remove the ground cloth, and place it in the center of the deployment site. The colored straps should be toward the ends of the shelter.
4. Each person grasps a set of straps, one in each hand.
5. Each person steps backward, pulling the ground cloth open. Spread your arms apart as wide as you can to spread the cloth as much as possible.
6. Persons A and B each grasp a corner strap, step backward, and completely spread that end of the cloth.
7. If wind is moving the ground cloth, place a weight on the corners such as a rock or stake.
5.2 Place Shelter for Deployment

1. Carry the bagged shelter and place it in the center of the ground cloth. The reflective markers should be toward the ends (doors) of the ground cloth.

2. Release the two inner retainer straps of the bag.

3. Open the two inner flap covers of the bag.

4. Remove the curtain set, which is on top of the shelter.

5. One person stands on each side of the bag toward the side of the ground cloth.

6. Each grasps a corner edge of the cover on his side, and pulls the bag open. A sharp yank will aid in separating the hook-loop corner joint.

7. Spread out the four cover flaps so they are lying flat and smooth on the ground cloth.

8. Release the colored compression belt around the center of the shelter.

9. The shelter is now ready to erect.

5.3 Expand the Shelter

1. Each person goes to a side of the shelter, positioning himself in the center of the side.

2. Each grasps the two pull loops, which are located at the top center of the compressed shelter.

3. Working together, each person lifts the shelter slightly and steps backward, pulling the shelter open.

4. Spread your arms out as far as possible to allow the shelter to expand.

5.4 Inspect the Fabric for Snags

1. Remove all end wall fabric from the roof (top) of the shelter.

2. Remove any fabric that is looped over an upright portion of the frame.
3. Check the corners and ensure that no fabric is looped under the lower corner Node.

5.5 Deploy and Align the Shelter

1. Persons A and B goes to the center of one end of the shelter.

2. Each grasps the lower center node.

3. Simultaneously, each lifts the end of the shelter up.

4. Lift up in one continuous motion, stepping inside and under the roof, and pushing it up over your head as far as the arms will reach.

5. Persons A and B hold fast, holding the shelter above their heads. Person C enters the shelter.

6. With persons A and B holding fast, person C pushes up on the roof with one hand while lifting slightly and pulling in with the loop with the other hand so that the side wall is vertical.

Note: The wall of the shelter should be aligned as much as possible with the edge of the groundcloth.

7. With persons A and B still holding fast, person C now goes to the other end of the shelter, and pushes up on the roof with one hand while lifting slightly and pulling in with the loop with the other hand so that the side wall is vertical.

8. The shelter is now standing erect. Persons A, B continue to hold the shelter by the lift loops, while person C now moves to attach the shelter to the ground cloth.

The shelter is now completely deployed, and one person is holding the lift loop on each side.

5.6 Align and Attach the Ground Cloth

1. Persons A and B continue holding on to the frame, while person C attaches the shelter to the groundcloth.

2. Persons A and B may move the shelter as person C directs to align the shelter with the groundcloth.
5.7 Fasten Red Weather Lock Straps

(Located on INSIDE of Shelter)

Note: The lock straps are designed for use in windy weather and long term operations, and is not necessarily required for shelter operations, though your organization may elect to make it a standard operational procedure.

IT IS CRITICAL THAT ALL THESE STRAPS BE UNBUCKLED PRIOR TO COLLAPSING THE SHELTER. FAILURE TO DO SO WILL RESULT IN DAMAGE TO THE FRAME.

1. Attach buckle.

2. Tighten straps.

5.8 Anchor the Shelter

1. Obtain the mallet and four stakes from the anchor kit.

2. Drive a stake through the wire footstop loop on the four outside ground level corner nodes.

3. Obtain four windlines and four stakes from the anchor kit.

4. Starting at a corner, attach a windline to the wire windline loop.

5. Place a stake in line with the loop and about four feet from the shelter, and drive it into the ground.

6. Place the loop at the end of the windline over the stake, and slide the line slip up the windline until it is taut.

7. Repeat the process for the other three corners.

8. Install windlines along the sides of the shelter for each wire windline loop.

5.9 Roll up End Wall

1. Grasp the bottom of the fabric that is the end wall.
2. Roll up from the bottom

3. Use the Velcro strips to secure the rolled up fabric.

4. Repeat on other side if desired.
This section presents procedures for striking and packing the shelter system, its components, and any accessories.

6 SHelter StrIke PROCedUrEs

6.1 Preliminary Preparations

1. Remove all equipment from the shelter.
2. Remove the curtain set.
3. Make sure that items hanging on wall or ceiling are removed.
4. Disconnect any HVAC ducts.
5. Remove any cable or wiring lines pulled into the shelter.
6. Locate and lay out all bags.

6.1.2 Prepare Shelter for Strike

1. Release the door tieback lines.
2. Fully disconnect or open all door closures.
3. Zip up the access ports and place them in the Closed position.

7.1.3 Uninstall Windlines and Ground Stakes

1. Disconnect and bundle all windlines.
2. Pull up all ground stakes.

7.1.4 Release the Shelter

1. Remove the footstop stakes.
2. Release the ground cloth hooks.
3. Unsnap the red fabric weather straps.

IT IS CRITICAL THAT ALL STRAPS BE DISCONNECTED PRIOR TO DROPPING THE SHELTER.

Warning:
All personnel must exit the shelter.
It is now unsafe to occupy the shelter.

7.2 Drop the Shelter

1. Both persons go to one side of the shelter, one at each corner.
2. Grasp the ground level pull strap, lift up slightly, and pull the bottom of the shelter outward.
3. Continue to move backward, holding the shelter side slightly off the ground, until the roof section falls down and inward.

7.3 Compact the Shelter
1. Both persons remain in position at shelter corners holding on to the pull strap.

2. At the same time both persons lift slightly and push the side of the shelter diagonally in toward its center. Stop pushing when resistance is encountered.

3. Both persons go to the other corner and push that side in.

4. Pull out end section and place on top of the frame.

5. With one person on each side lift and pull the canopy from down between the upright scissor beams, and place all canopy fabric on top of the frame.

6. With one person on each side, push the shelter together a final time.

7. Place compression strap around shelter, and tighten using “quick-release method:

   ➢ Slide strap through.

   ➢ Tighten.

   ➢ Take slack of strap and double over without yet sliding through the D-rings.

   ➢ When strap is doubled-over in a loop, slide through the top D-ring only.

   ➢ Tighten.

9. Rock shelter over sideways onto it's side. The weight of the shelter when on it's side tends to squeeze it together more snugly.

10. Rock the shelter again (toward one of the wide sides of the groundcloth) until the shelter is upside down. Keep shelter on ground cloth to prevent soiling. Be sure to remember which sides are the doors. This is important for repacking.

6.4 Place Shelter in Bag

1. Open the bag so that it is in the shape of a cross, and place it over the shelter. Place bag over the shelter so that the two corner flaps are toward the sides of the shelter (the long sides).

   Remember that the shelter is upside down at this point.
2. Attach a few inches of the Velcro on all four sides.

3. Roll shelter back to upright position, being careful to maintain the bag in its correctly centered position.

4. Pull up on flaps all around to settle shelter in the bag.

5. Lay over flap that attached to Velcro on other side (this will be the set of flaps that does not have the data plate).

6. Attach the two interior straps (if provided) fairly taut to compress the shelter.

At this stage, only two flaps remain. One has the “Data Plate” on it. That flap is the LAST flap to be placed.

7. Attach any remaining portions of the Velcro.

6.5 Complete Bagging Shelter

1. Place curtain set on top (Doing this protects the curtains).

2. Lift and remove the partially bagged shelter off of the ground cloth.

6.6 Fold the Ground Cloth

1. Brush and shake the ground cloth to remove dirt and other debris.

2. Carefully fold the ground cloth, using the “accordion” or “parachute fold”.

3. Fold first lengthwise and then end-to-end, and make a finished fold about three feet square.

4. Make sure the label is on top and the red and black pair of pull straps are visible at each end.

6.7 Stow Ground Cloth, Close Bag

1. Place the ground cloth on top of the shelter. Make sure the label is on top. Lift the two exterior flap covers over the top of the shelter.

2. Pull taut and straight. Make sure that the label is visible.

3. Attach the two exterior straps. Crossing them will make the finished cube more compact.
4. Pull the closure flaps as straight and as taut as possible.

5. Re-align and attach the VELCRO as necessary to ensure complete closure.

6. Align and tighten each strap as much as possible to compact the shelter.

7. Straighten and align the four cover flaps to ensure complete closure.

8. Attach the straps with a “quick release” arrangement. This will greatly facilitate their release for the next deployment. Double the strap before pulling it through the D-ring so that pulling on the loose end of the strap will pull it out of the D-ring.

9. X-cross the straps and attach to D-rings. Use a “finger loop”, also known as a “quick release” method.

10. Slide strap through.

11. Tighten.

12. Take slack of strap and double over without yet sliding through the D-rings.

13. When strap is doubled-over in a loop, slide through the top D-ring only.

14. Tighten.

Note: forming a cross with the straps will result in a more compact package.

6.8 Clean and Bag Accessories

1. Leave the compacted shelter in place, and next prepare the accessories for stowing.

2. Clean and bag stakes and wind lines.

3. Remove dirt from stakes and place in anchor bag.

4. Fold wind lines and hold in place with one or two rubber bands so that they may be deployed by a yank on the slip after hooking to the loop.

5. Place all wind lines and mallet inside the anchor bag.

The entire shelter system is now in the transport bag and can be readily handled by the carry straps on each side of the bag.
7 Shelter Maintenance And Repair

7.1 Inspection and Repair

The shelter frame and fabric are very durable and not easily damaged. Strength of the frame is sufficient to allow operation with a significant portion of the frame removed which provides the option of delaying repairs until the mission is completed.

In the event of damage, scissor sections may be simply removed and repaired after the mission. However, most repairs may be made easily while the shelter is in service without compromising the mission.

A repair kit is provided which includes all necessary items for field repairs. The types of damage, which may occur, include bent or broken struts, broken nodes, or ripped fabric on either canopy, liner, or floor fabric.

Inspection for damaged scissors may be made from several locations. The entire frame may be inspected from either end of the deployed unit by pulling door panels to the outside and viewing between the liner and canopy.

Inspection may be possible at and around windows or ports by viewing between canopy and liner through any openings. Severe damage such as broken struts will be possible to locate by examining the canopy and liner surfaces for protrusions or punctures.

Struts or nodes must be exposed for repair. This is accomplished by partially detaching either the canopy or liner to gain access.

All repairs can be accomplished from the exterior (frame) or interior (fabric). Repairs MUST be made while shelter is in the standing position.

7.2 Repair of Frame

The frame is comprised of strut pairs, which are pinned to allow articulation in a scissor-like fashion, thus the term “scissor section.” There are three different scissor sections, which are associated with specific locations in the shelter.

Each scissor section type is identified by a color-coded rivet pin washer. Washers are color coded for all TVI built shelters. Replacement scissor sections are supplied in the repair kit.

*Note: frame repairs are best made with the shelter deployed. The frame is not under tension, and replacement parts are easily inserted into position.*

7.3 Replacement of Scissor Section

Damaged, bent, or broken scissor sections should be replaced with a spare from the repair kit.
Be sure to use a section with the same color pivot washer. Scissor sections are replaced as follows:

1. Starting from the end closest to the damaged scissor section, remove the liner (or canopy) by using the 7/16-inch socket and ratchet, and the 7/16-inch combination wrench to remove the liner/canopy retainer bolts.

2. Continue to remove the liner/canopy until the damaged scissor section is exposed.

3. Using the Allen key and ratchet, remove the socket head bolts from each end of the scissor section (4 places).

4. Note the position and rivet pin washer color of the scissor section being removed, and select a matching replacement scissor section from the repair kit.

5. Open the scissor section by reversing one of the tube struts.

6. Position the replacement scissor section near the intended installation location and rotate to the required angle to match mounting notches in nodes.

Note: the proper fit has been achieved if all four ends of the scissor section easily fit into the node mounting notches.

7. Using the Allen key and ratchet, reinstall the socket head bolts on each end of the scissor section (4 places).

8. Reattach the liner or canopy, using the removed retainer bolts.

**7.4 Replacement of a Node**

Damaged or broken nodes should be replaced with a new one from the repair kit.

Nodes are replaced as follows:

1. Starting from the end closest to the damaged node, remove the liner (or canopy) retainer bolts by using the 7/16-inch socket and ratchet; and the 7/16-inch combination wrench.

2. Continue to remove the liner/canopy retainer bolts until the fabric can be removed to permit access to the damaged node.

3. Using the Allen key and ratchet, remove the socket head bolts from the four corners of the node.
4. Install a new node in the reverse order of removal.

5. Reattach the liner or canopy, using the removed retainer bolts.

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7.5 Repair of Fabric

The canopy, liner and ground/floor cloth fabrics are extremely tough materials. However, small rips and punctures occasionally occur. These may be repaired in the field using the special tape supplied in the repair kit.

7.5.1 Repair of Canopy or Liner

Repairs may be accomplished while the shelter is in either the deployed or collapsed position. In most cases, canopy and liner are easily repaired while the shelter is deployed.

1. Determine size of tear/puncture.

2. Clean the immediate area with common rubbing alcohol. Allow to dry.

3. Place the damaged area of the cloth on a smooth flat surface.

4. Cut tape somewhat larger than the damaged area.
5. Apply pressure to repair area.

6. Allow to set (10-15 minutes).

7. Repair is complete.

7.5.2 Repair of Groundcloth

The ground or floor cloth can be repaired either while in use or with the shelter removed.

To repair holes or tears in the ground-floor cloth, use steps shown for repair of fabric.
LIMITED WARRANTY FOR IMMEDIATE RESPONSE TECHNOLOGIES, INC. PRODUCTS

Immediate Response Technologies, Inc. warrants to the original buyer that for a period of twelve months from the date of purchase or date of delivery, whichever occurs last, this product conforms to stated original specifications and is free from defects in material and workmanship.

Immediate Response Technologies, Inc. further warrants that their product(s) are fabricated from industry standard or customer specified materials using best commercial manufacturing practices, and that there are no known human or environmental hazards inherent in the product.

This warranty does not apply to damage resulting from improper installation, abuse, misuse, lack of proper maintenance, unauthorized modification, negligence, accident, natural or personal disasters, or the use of improper parts or improper repair procedures.

For shelter products, specifically but not exhaustively, this warranty does not include damage resulting from improper anchoring of shelters or failure to release locking mechanism’s prior to striking the shelter.

Failure to obtain training or user instructions given or approved by Immediate Response Technologies, Inc., OEM’s or government may be grounds for excluding a given product from coverage by this warranty.

Immediate Response Technologies, Inc. sole responsibility under this warranty is to repair or replace a defective item, at its option, with a product that meets the standards described herein. This warranty does not include costs for transportation of the item to be repaired, costs for removal or reinstallation by the customer, nor travel and related costs incurred by Immediate Response Technologies, Inc. to make repairs or replacements at the customer’s site.

Immediate Response Technologies, Inc. must be notified in writing of any claim under this limited warranty promptly upon customer’s discovery of any defect. Customer must cease utilization of the product immediately after discovery and until the claim is reviewed by Immediate Response Technologies, Inc. and any required repair or replacement has been completed.

IMMEDIATE RESPONSE TECHNOLOGIES, INC. LIABILITY AND OBLIGATION UNDER THIS WARRANTY IS LIMITED TO THE REPLACEMENT COST OF ANY PRODUCT THAT DOES NOT MEET THE STANDARDS DESCRIBED ABOVE DURING THE WARRANTY PERIOD AND DOES NOT UNDER ANY CIRCUMSTANCE COVER INDIRECT OR CONSEQUENTIAL DAMAGES. IMMEDIATE RESPONSE TECHNOLOGIES EXPRESSLY DISCLAIMS ANY WARRANTY OF MERCHANTABILITY OR OF SUITABILITY FOR A PARTICULAR PURPOSE.
WARRANTY CLAIM FORM

END USER INFORMATION

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CONTRACT INFORMATION

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CLAIM INFORMATION

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*Please describe failure or defect and circumstances leading to its discovery*

Use reverse side of this form and/or additional sheets as necessary.
Please include any photos or drawings that help describe the failure or defect.