

## Preventive Maintenance Guide for N-EVAP Model 11250

Regular preventive maintenance will help extend the life of your N-EVAP and ensure consistent, trouble-free performance. This guide outlines the recommended maintenance procedure for a 24 position N-EVAP model 11250.

Organomation recommends a full preventive maintenance (PM) check every 1–2 years. Recommended maintenance includes temperature calibration, realignment of moving parts, replacement of routine wear parts, inspection of longer-life serviceable parts, and a final gas flow check. The estimated time to complete is 1-3 hours, depending on the condition of the unit and your familiarity with maintenance activities. PM can be performed in-house by lab personnel or scheduled with a certified Organomation service provider.

If you've purchased a preventive maintenance kit, all routine replacement parts are included. Additional parts are available from Organomation upon request if wear is noticed on any longer-life serviceable parts during inspection.

### Kit contents:

- Air filter
- Stainless steel needles, qty 24
- Silicone gas tubing (8.5" cut pieces), qty 24
- Silicone gas tubing (18" cut piece)
- 3"x4.5" abrasive pad
- 5/32 hex key
- Maintenance guide

### Additional tools needed:

- Phillips head screwdriver

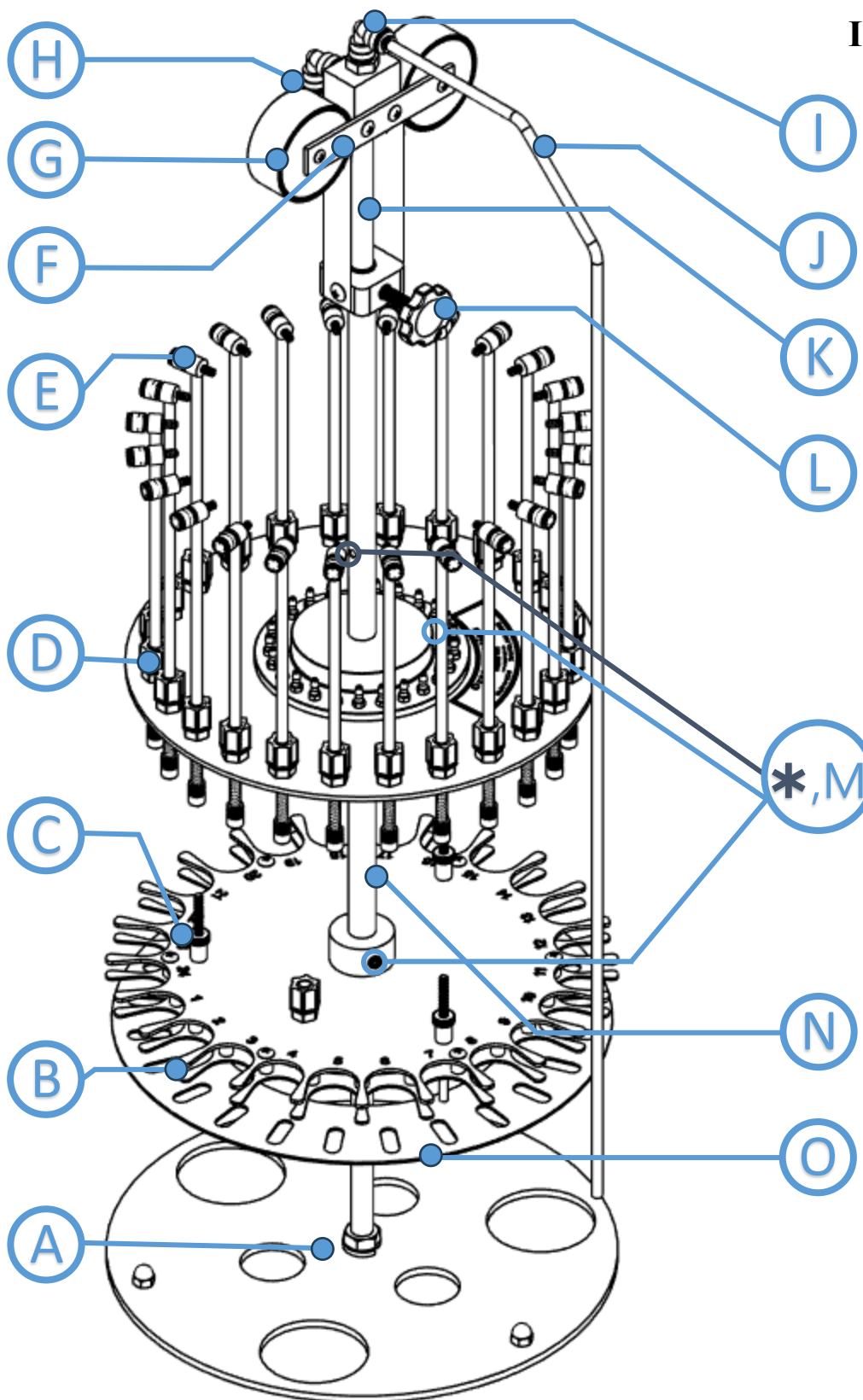


Scan here for day-to-day  
cleaning and maintenance to  
keep your N-EVAP running  
smoothly between scheduled  
PM checks

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## Instrument Diagram



Instrument Component	
A	Base Stand
B	Sample Holder and Sample Spring
C	Thumb Nut
D	Tube Fitting
E	Valve Tube Assembly
F	Hoist Clevis
G	Hoist Pulley and Band Spring
H	Filter
I	Swivel Fitting
J	Gas Tube
K	8.25 Inch Rod
L	Hoist Knob
*	Set Screw Dimple
M	Set Screw
N	Center Tube
O	Support Tray

## Hoist Alignment

Check that the manifold slides up and down smoothly. The manifold should slide down without “jumping” and should slide back up on its own if allowed to. If it does, this section can be skipped. If not, maintenance is required.

Most hoist issues in N-EVAPs are caused by misalignment of the center tube supporting the manifold or misalignment of the clevis and pulley blocks.

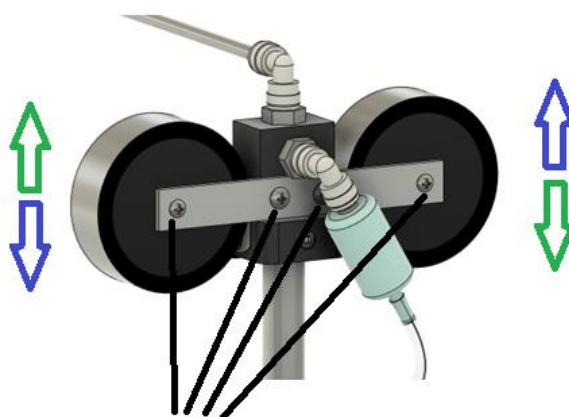
To realign the hoist clevis:

1. Raise the manifold to its uppermost position and secure it in place by tightening the black thumbscrew.
2. Slightly loosen the 8 screws on the hoist assembly using a Phillips head screwdriver.
3. Using both hands, gently grasp both hoist pulleys and jiggle them a few times in a seesaw motion. Caution: band springs can be sharp. Take care not to cut your hands.
4. Lower and raise the manifold a few times using the black thumbscrew to realign the hoist.
5. Retighten the screws while the manifold is in its uppermost position.



Hoist Alignment  
Video

**3. Move the pulleys  
alternately up and down in  
a seesaw motion**



**2. Hoist clevis screws**

If the problem persists, check the center tube and hoist pulleys for damage:

1. Lower the manifold and secure it in place by tightening the black thumbscrew.
2. Inspect the band springs for kinks, bowing, or any other damage that may be causing resistance. New hoist pulleys can be ordered by contacting [sales@organomation.com](mailto:sales@organomation.com).
3. Check both rods to make sure they are clean of residue or corrosion that may be causing friction. Corrosion can be cleaned off with the abrasive scouring pad provided.
4. Check the center tube for deformation and dents. Any significant warpage can cause friction and impair motion.

## Manifold Alignment

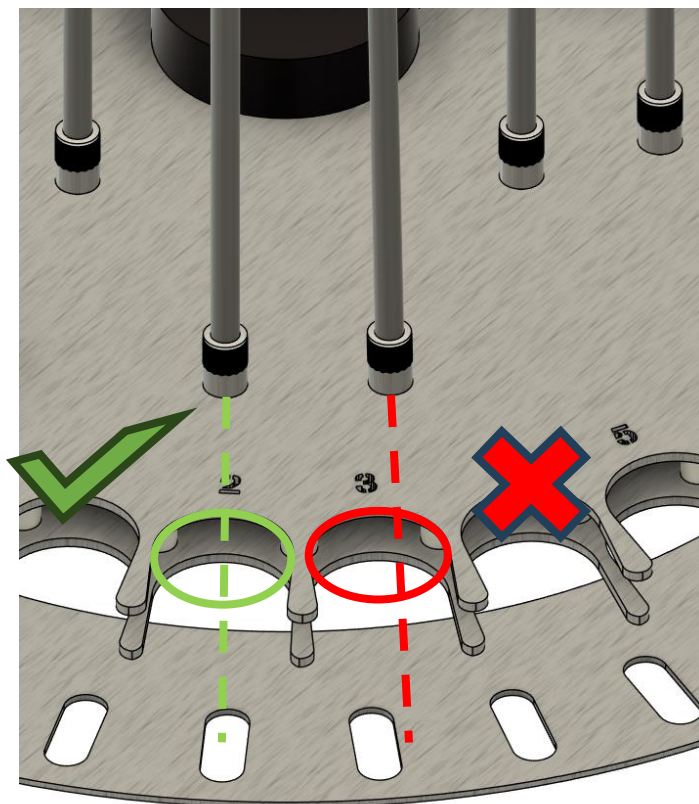
Check that the valve tube slides up and down smoothly. The luer should be centered within the respective slot of the sample holder directly below. If not, maintenance is required.

Most manifold issues in N-EVAPs are caused by misalignment of the sample holder. To realign the manifold:

1. Remove the needle from one sample position.
2. Loosen the 3-part fitting for that sample position and lower the valve tube to just above the sample tray.
3. Use the provided hex key to loosen the two set screws on the sample holder plate collar.
4. Rotate the sample holder so that the valve tube is centered over a test tube position.
5. Tighten the set screws to hold the sample holder plate securely.
6. Raise the valve tube to its initial position and tighten the 3-part fitting to secure it in place.

Check the 3-part fitting for cracks and that each piece thread smoothly when paired together. The valve tube should not move laterally, or tilt, when the fitting is fully fastened.

Valve tubes should be straight and free of corrosion. Any bends may restrict motion and/or gas flow. Clean off any corrosion with an abrasive scouring pad.

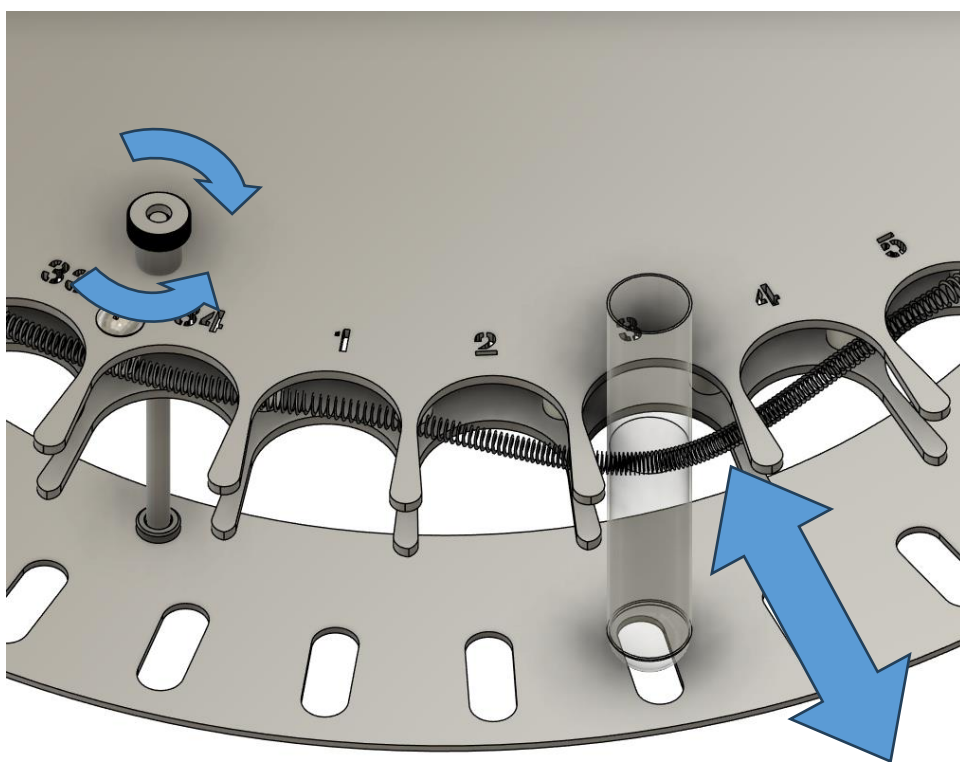


## Sample Holder Maintenance

Check that the support tray can be readily adjusted. The thumb nuts should thread along the support posts without binding. The extension spring should stretch and retract to its original shape. If not, maintenance is required.

Most sample holder issues in N-EVAPs are caused by worn parts. Confirm the parts function:

1. Confirm the support tray height can be freely adjusted. Alternate between rotating each of the 3 thumb nuts clockwise and counterclockwise.
2. Confirm the retention spring that holds samples in place can stretch/contract while returning to its original state.
3. Inspect the center collar for cracks.
4. Tighten the set screws to hold the sample holder plate securely to the center tube. It is possible for these set screws to loosen over time.



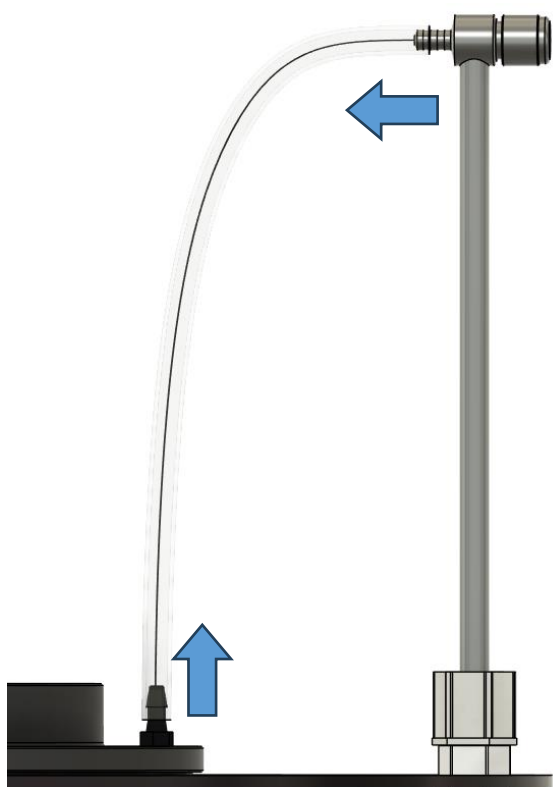
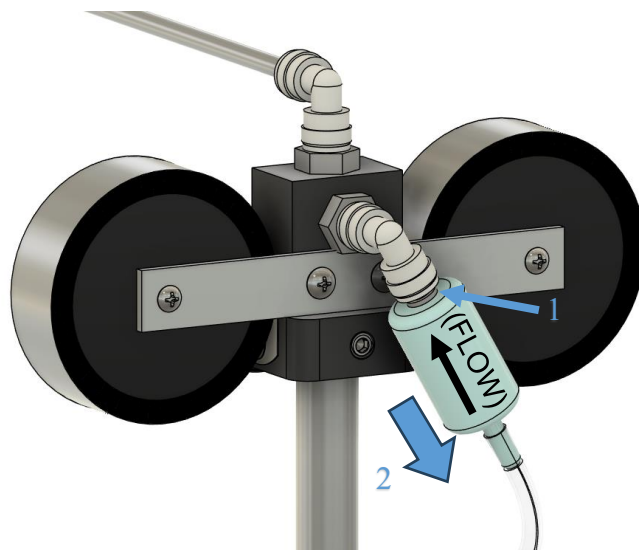
## Routine Wear Parts

The following wear parts are included in this maintenance kit and should be preemptively replaced for optimal performance.

### Air filter

The air filter is located above the flow meter on the right hoist pulley. Remove the old air filter by depressing the grey ring (1) to release the first fitting while pulling the filter (2) away from the fitting. Detach the flexible silicone tubing from the other side of the filter as well.

Connect the new filter in the same position. The flow arrow on the filter should point in, from the tube running from the flow meter towards the hoist pulley.



### Silicone tubing

Remove the (24) 8.5" lengths of silicone tubing connecting the valve tube assemblies to the manifold. Pull up on the lower portion of the tubing first to disconnect it from the manifold and then pull horizontally to disconnect it from the valve tube. Do not attempt to disconnect both sides of the tubing at once—the torque may cause the barbs to snap. Replace with the tubing provided.

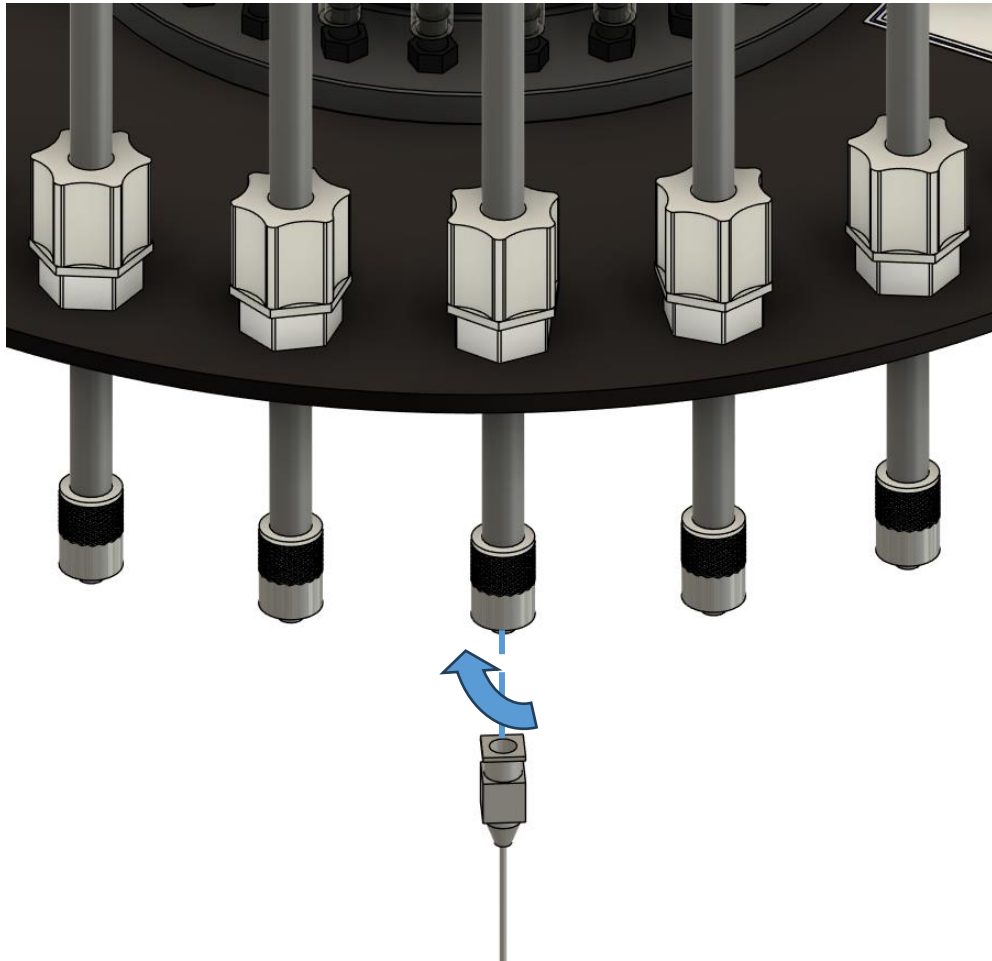
Remove the 18" length of silicone tubing running from the air filter to the manifold and replace with the 18" length of new tubing provided.







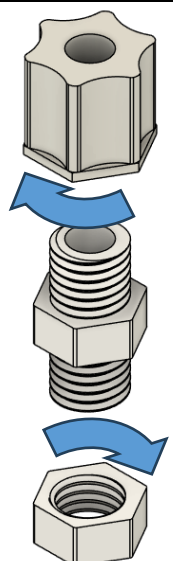
## Needles

Remove old needles by rotating counterclockwise a quarter turn. Needles that are bent, corroded, soiled, or blocked should be discarded. Needles that are straight, clean, and unblocked can be retained as spares. Install new needles by rotating clockwise a quarter turn.

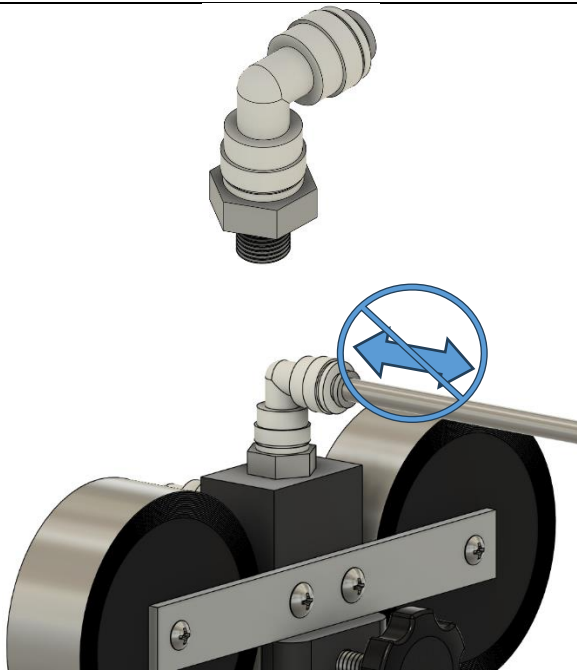





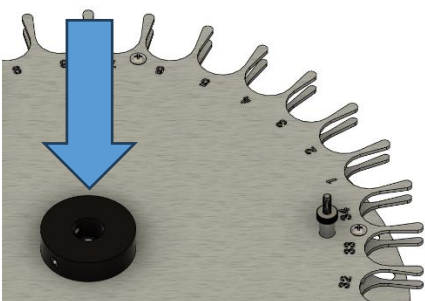
## Serviceable Components

The following parts should be inspected for wear and replaced if necessary. The expected lifetime for these parts is longer than two years, but lifespan can be altered based on operating conditions. Replacements can be ordered by contacting [sales@organomation.com](mailto:sales@organomation.com).

Catalog #	Description	Inspection	Picture
P0607	Luer washer	Check for cracks	
P0607	Luer	Check for blockage or significant corrosion	
P0627	Valve Tube Assembly	Check for significant corrosion. Caps should turn smoothly	
P0634	Three-part valve fittings	Should turn easily and hold valve tubes securely	



P1204	Upper swivel fitting	Should hold the stainless steel gas supply tube firmly in place	
P0612-N	Hoist thumb screw	Check for cracks	
P1202 (P1224 for older models)	Hoist pulleys	Check for cracks, bowing, or significant corrosion  <i>If replacement is required:</i> - Pulleys 2.25" in diameter should be replaced with P1202 - Pulleys 2.5" in diameter should be replaced with P1224	

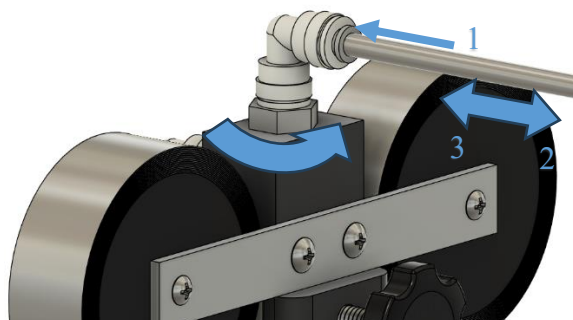
NA1101	Coiled gas connector tube	Check for leaks, kinks, or cracks. Make sure that tubing is still held securely in multi-part fitting.	
P1213	Collar on sample holder	Inspect for cracks.	

## Gas Flow Verification

Even if there were no flow issues observed before maintenance, it is a good idea to perform these final checks to make sure the gas path is tight and everything is still functioning as intended.

1. Listen for leaks throughout the system
  - a. Turn all needle valves clockwise until they are off.
  - b. Completely close the flow meter by rotating the flow meter dial clockwise until it stops.
  - c. Turn on the gas source to 20-30 PSI.
  - d. Slowly rotate the flow meter dial counterclockwise by one full rotation.
  - e. The flow meter should hold steady at 0 L/min. If it registers a non-zero flow, listen for leaks. If in doubt, spray a diluted soap mixture over potential leak sites and look for bubbles.
2. Check functioning of flow meter
  - a. Completely close the flow meter again by rotating the flow meter dial clockwise until it stops.
  - b. Open all valve tube assemblies by rotating them counterclockwise by one full revolution.
  - c. With the gas source still on, slowly rotate the flow meter dial counterclockwise again. This should open the valve, causing the ball to respond. If there is no response, contact Organomation for further troubleshooting instructions.

The most common cause of leaks in an N-EVAP is the swivel fitting not being fully seated on the upper hoist block. To reseal the fitting, turn off the gas flow, take a ½ open wrench and loosen the gray nut closest to the mounting block, and replace it firmly on the block. On the other end, depress the release ring and, while the ring is depressed, pull firmly on the stainless steel tube to remove, then reseal.



If leaks persist, contact Organomation for guidance.

### Organomation Technical Support

Email: [sales@organomation.com](mailto:sales@organomation.com)

Phone: 1 (978) 838-7300

Web: [www.organomation.com/contact](http://www.organomation.com/contact)



## Preventative Maintenance Checklist

Model: 11250  
Serial Number: \_\_\_\_\_  
Date Completed: \_\_\_\_\_  
Next Service Date: \_\_\_\_\_  
Performed By: \_\_\_\_\_

### Hoist alignment

- ☐ Hoist slides smoothly

Comments: \_\_\_\_\_

### Manifold alignment

- ☐ Valve tubes slide smoothly  
☐ Needles are aligned with samples

Comments: \_\_\_\_\_

### Sample holder maintenance

- ☐ Support tray height can be adjusted  
☐ Retention spring holds samples securely  
☐ Set screws are tight

Comments: \_\_\_\_\_

### Routine wear parts replacement

- ☐ Air filter  
☐ Silicone tubing  
☐ Needles

### Serviceable components

- ☐ Luer fittings and washers (P0607)  
☐ All in good condition (no cracks or blockages)  
☐ Qty \_\_\_\_ in need of replacement
- ☐ Valve tube assemblies (P0627)  
☐ All in good condition (valve caps turn smoothly; minimal or no corrosion)  
☐ Qty \_\_\_\_ in need of replacement
- ☐ Three-part valve fittings (P0634)  
☐ All in good condition (fittings turn easily and hold valve tubes straight and securely)  
☐ Qty \_\_\_\_ in need of replacement
- ☐ Swivel fitting (P1204)  
☐ Good condition (tubing is held securely and fitting is not cracked)  
☐ Cracked; in need of replacement  
☐ Tubing not held securely; in need of replacement
- ☐ Hoist thumb screw (P0612-N)  
☐ Good condition (no cracks)  
☐ Cracked; in need of replacement



- ☐ Hoist pulleys (P1202 / P1224)
  - ☐ Good condition (manifold slides smoothly up and down after alignment)
  - ☐ In need of replacement
    - ☐ 2.25" inch pulleys
    - ☐ 2.5" inch pulleys
- ☐ Gas connector tube (NA1101)
  - ☐ Good condition (no cracks, leaks, or kinks)
  - ☐ In need of replacement
  - ☐ N/A: Alternative gas tubing used for installation
- ☐ Sample holder collar (P1213)
  - ☐ Good condition (no cracks)
  - ☐ In need of replacement

Comments: \_\_\_\_\_

#### Gas flow verification

- ☐ Flow meter responds to gas flow
- ☐ No leaks observed in system

Comments: \_\_\_\_\_