# Pregis EasyPack®
# Bantam™

## Operator Manual

REV B – Original Instructions

Products worth protecting deserve Pregis

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# Property of Pregis LLC

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United States of America

# Authorized CE Representative

ACC – Services Contact

78 Allée Primavera

## Table of Contents

## UK DECLARATION OF CONFORMITY

**PREGIS LLC**
**858 Meridian Lake Drive**
**Aurora, IL 60504**
**USA**

*Name and address of the company established in the United Kingdom*
*and authorized to compile the Technical File:*
**ACC – Services Contact**
**International House**
**10 Churchill Way**
**Cardiff CF10 2HE**
**UNITED KINGDOM**

**PREGIS LLC declares under our sole responsibility that the product described as:**

Equipment Name: Paper dunnage machine used to dispense paper void fill
Model /Type: Bantam (Formerly known as Quantum LP or LCD)
Serial number(s): XXXX-XXXX

**Complies with the requirements of the following United Kingdom Regulations:**

Supply of Machinery (Safety) Regulations 2008
Electromagnetic Compatibility Regulations 2016
Radio Equipment Regulation 2017
RoHS Regulations 2012

**Main standards considered:**

BS EN ISO 12100:2010
BS EN 60204-1:2018, BS EN ISO 13849-1:2015
BS EN 61000-6-2:2019, BS EN 61000-6-4:2019
BS EN 63000:2018
CENELEC EN 55011: 2016
FCC Part 15 CFR Title 47: 2022
ICES-001: 2020
CENELEC EN 61326-1: 2020
2014/30/EU EMC Directive

Date: February 18, 2025                                        At: Aurora, Illinois USA

Name of authorized company representative:          Mr. David Joyce
                                                     Director of Engineering

Signature: _____

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## EU DECLARATION OF CONFORMITY

**PREGIS LLC**
**858 Meridian Lake Drive**
**Aurora, IL 60504**
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*Name and address of the company established in the European Union
and authorized to compile the Technical File:*
**ACC – Services Contact**
**78 Allée Primavera**
**Centre Ubidoca 2402**
**74370 Annecy**
**FRANCE**

**PREGIS LLC declares under our sole responsibility that the product described as:**

Equipment Name: Paper dunnage machine used to dispense paper void fill
Model /Type: Bantam (formerly Quantum LP or LCD)
Serial number(s): XXXX-XXXX

**Complies with the requirements of the following European Union Directives:**

Machinery Directive 2006/42/EC
Electromagnetic Compatibility Directive 2014/30/EU
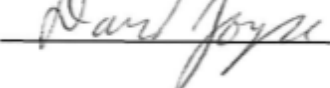Radio Equipment Directive 2014/53/EU
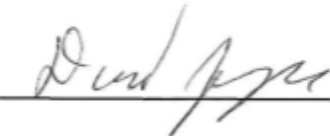RoHS Directive 2011/65/EU

**Main standards considered:**

EN ISO 12100:2010
EN 60204-1:2018, EN ISO 13849-1:2015
EN 61000-6-2:2019, EN 61000-6-4:2019, IEC 61000
EN 63000:2018
CENELEC EN 55011: 2016
FCC Part 15 CFR Title 47: 2022
ICES-001: 2020
CENELEC EN 61326-1: 2020
2014/30/EU EMC Directive

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                                                 Director of Engineering

Signature: _____

## LANGUAGES OF OPERATION DISCLAIMER

It is illegal to operate this machine in an EU member state if this (or any other related) manual is not written in that State's language. If a translated version is needed, contact Pregis to order the manual.

The original version of this manual is in English and denoted "Original Instructions" in the top right corner. All translated versions are denoted "Translation of Original Instructions" in the same location.

# Introduction

## General Information

The EasyPack Bantam machine dispenses recycled paper void fill both on demand and at pre-determined lengths, as needed. This user-friendly system saves storage space and reduces packaging material waste while providing unmatched safety, reliability and enhanced ergonomic features that increase operator productivity.

**Bantam Paper Void Fill Material:**

| Item# | Formulation | Item Type | Item Widths | Item Length |
|---|---|---|---|---|
| 4069622 | 30# | Fanfold | 15-in | 1690-ft |
| 4077694 | 45# | Fanfold | 15-in | 1340-ft |
| 4074239 | 52-GSM | Fanfold | 375-mm | 515-m |
| 4079015 | 50-GSM | Fanfold | 375-mm | 515-m |
| 4079016 | 70-GSM | Fanfold | 375-mm | 408-m |

# General Safety

Operator safety and the safety of others in the work area depend on the operator using good judgment and reasonable care while utilizing the machine. This user manual and the warning labels affixed to the machine provide notification of specific potential hazards. Please read and understand the manual including all of the danger, warnings, and caution statements. If after reading the manual you have questions, contact your supervisor or your Pregis service technician to get answers before working with the machine.

1. Only authorized personnel may use the equipment.

2. Only trained authorized persons will carry out any adjustments, repairs, maintenance or cleaning with the equipment isolated from power supply and no longer in motion.

3. Never deface or remove factory installed warning decals. If a decal ever becomes lost, damaged, or illegible, report this condition to a supervisor and obtain a replacement decal from Pregis.

4. Keep the work area clean and uncluttered. Walking surfaces should always be free of packing material and debris to prevent a slipping or tripping hazard.

5. Ensure that all covers, guards and other safety devices are in place. NEVER defeat a safety device for any reason.

6. Follow the recommended procedures in this manual.

7. Never leave the equipment unattended while operating. Shut the machine off if you must leave the work area.

8. Keep body parts and clothing away from moving components. NEVER reach into the machine for any reason while it is in motion.

9. Understand proper material path and safe loading procedures.

10. Understand which adjustments are operator adjustments; contact maintenance person for all other adjustments.

11. DO NOT operate equipment if you are under the influence of alcohol, drugs or medications that can make you less alert or affect your judgment.

# Warning Labels

The Operating Safety section of this manual, the Operator's manual, and warning labels affixed to the machines provide notification of specific potential hazards.

Safety signs are used to alert operating and maintenance personnel to potential hazards. The machine manual also calls attention to potential hazards with statements describing the hazard. Warning labels used on the machine are depicted below.



| Electric Shock | Cut Hazard | Refer to Instruction Manual |

The meanings of the warning labels and the potential hazards they represent must be clearly understood before attempting to operate or maintain the machine. If, at any time, a warning label on the machine becomes lost, damaged, or illegible, contact Pregis to order replacement signs.

# Machine Specifications
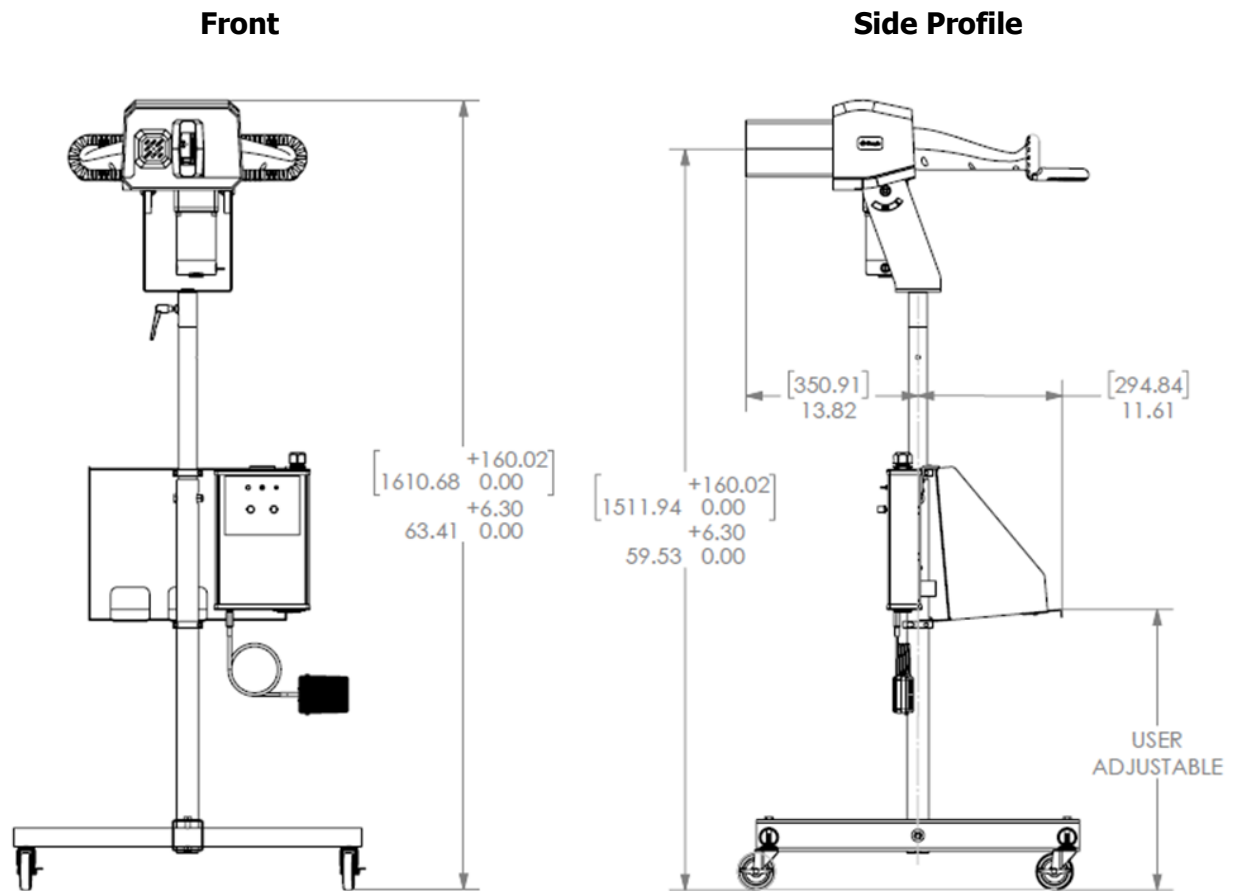
**Machine Weight:** 35 lbs (15.87 kg)

**Machine and Floor Stand:** 60 lbs (27.21 kg)

**Tray Weight (Un-loaded):** 11 lbs (4.98 kg)

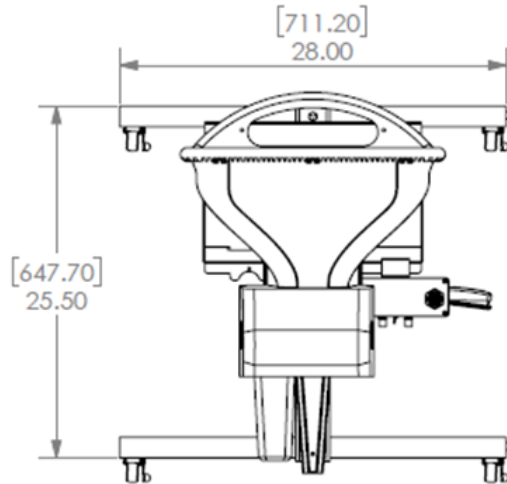**Power Requirements:** 120/230 VAC, 60/50 Hz, 3.6/1.2 A

**Sounds Pressure Level Leq:** 61.6 dB(A)
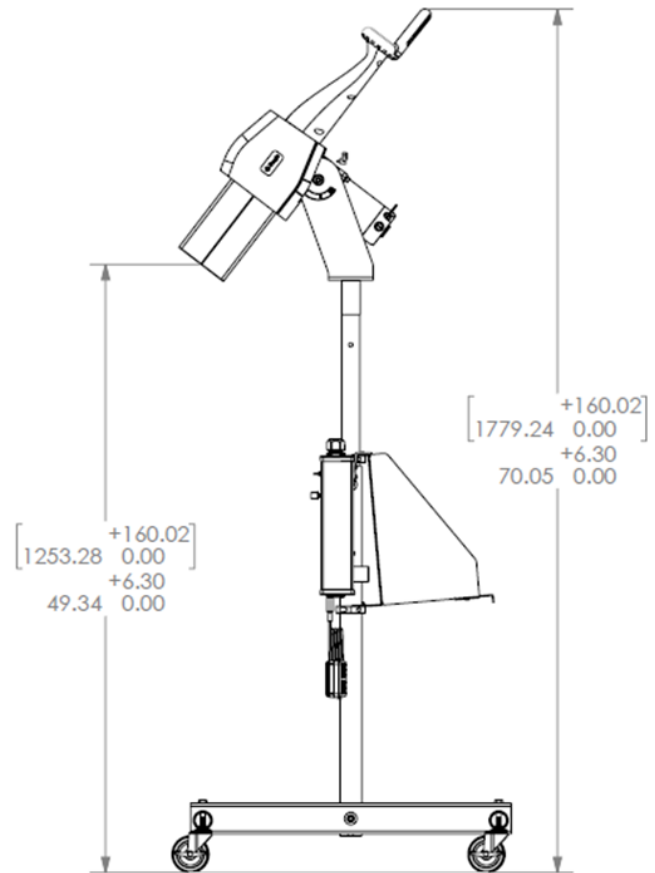
## Floor Stand Fan Fold Overall Dimensions

**Front**

**Side Profile**

# Machine Specifications

## Floor Stand Fan Fold Overall Dimensions

**Overhead**



**Tilted**

# Machine Specifications

## Table Mount Fan Fold Overall Dimensions

**Side Profile**                                                **Tilted**
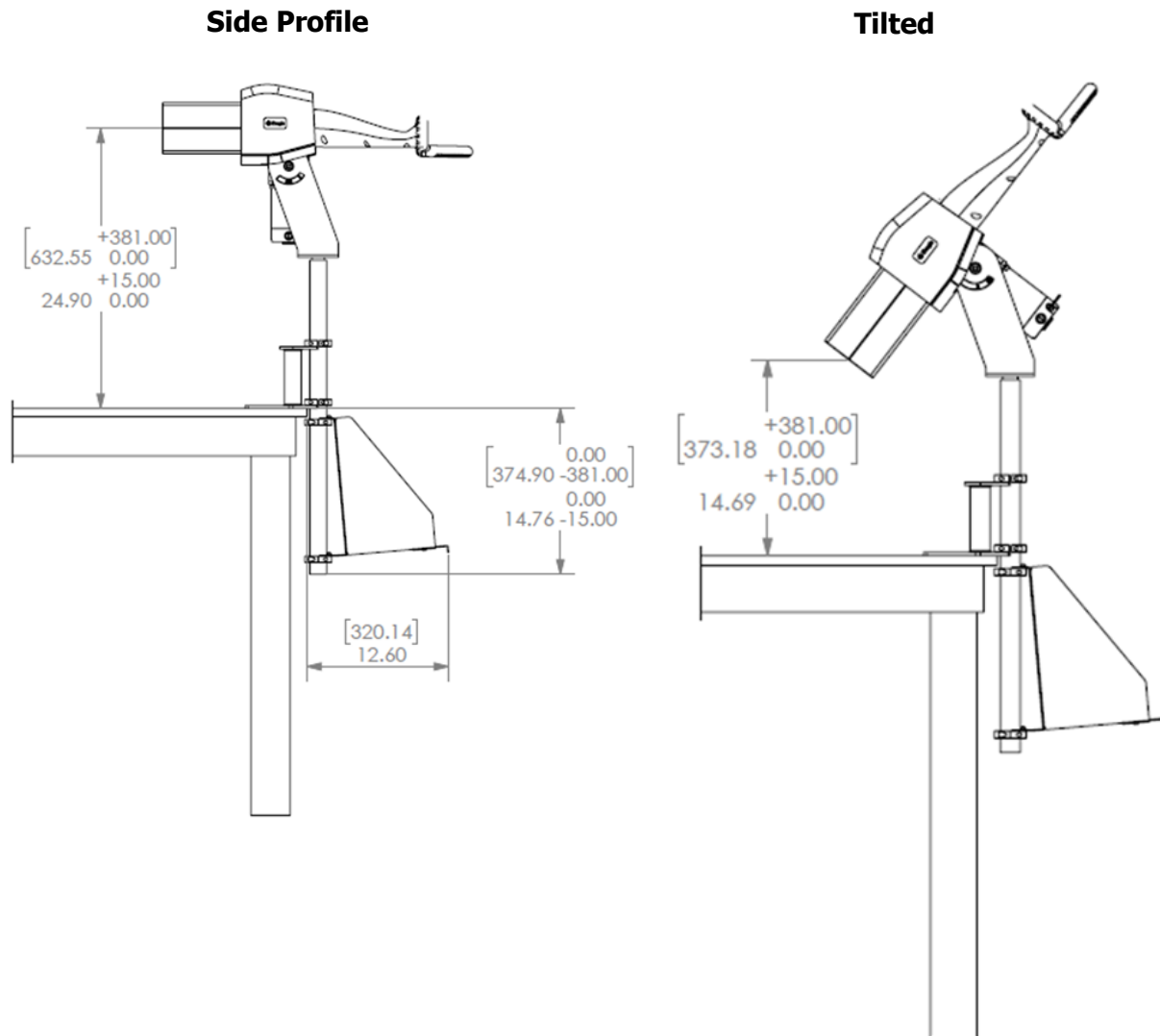


# Set-Up

The Bantam machine can be installed in tabletop or stand configuration. The head unit will drop directly onto the poles used in the stand or tabletop mount. The machine should be installed by a Pregis Technician.
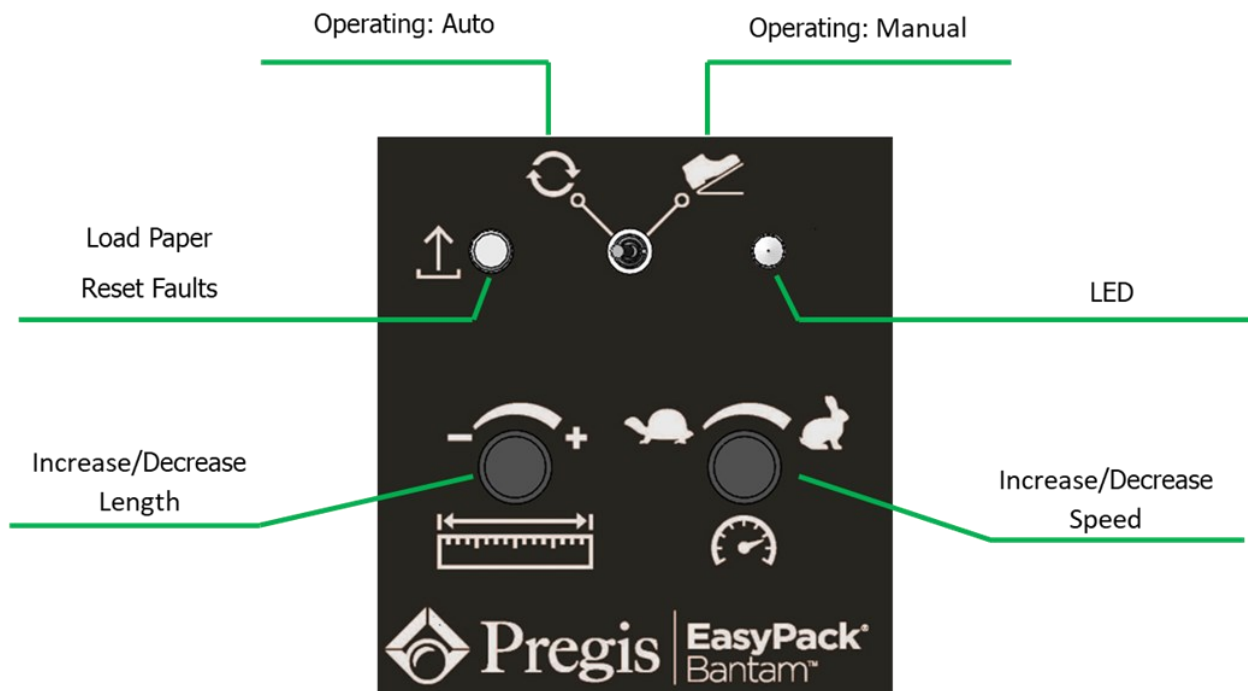
# Understanding the Controls

During initial powerup of the machine, the LED status light will cycle through colors red, orange, green. After about 15 seconds, the LED will show flashing red. At this time the user can press the load paper/reset faults button below to initialize the machine.

### Control Box Usage

The LOAD PAPER button will engage a timed jog at a slow load speed. This button should be pressed to initiate paper loads. The jog will timeout after 20 seconds. A load can also be started by pressing the FOOT PEDAL.

The LENGTH CONTROL adjusts the length of material that goes through the machine in AUTO MODE. Turning the knob clockwise increases the paper length and turning counterclockwise decreases the length.

The SPEED CONTROL adjusts the rate that material goes through the machine. Turning the knob clockwise increases the paper speed and turning counterclockwise decreases the speed.

# Understanding the Controls

## Control Box Connections

The POWER SWITCH is used to turn the electrical power "ON" or "OFF". It is located on the bottom side of the control box. Power can also be disconnected from the machine by pulling the cord out of the inlet.

The FOOT PEDAL is used to dispense paper. In manual operating mode, the Bantam will dispense material if the FOOT PEDAL is held, then stop when the FOOT PEDAL is released.



Power Switch
[ "I" = On, "O" = Off ]

Foot Pedal Jack

Power Inlet

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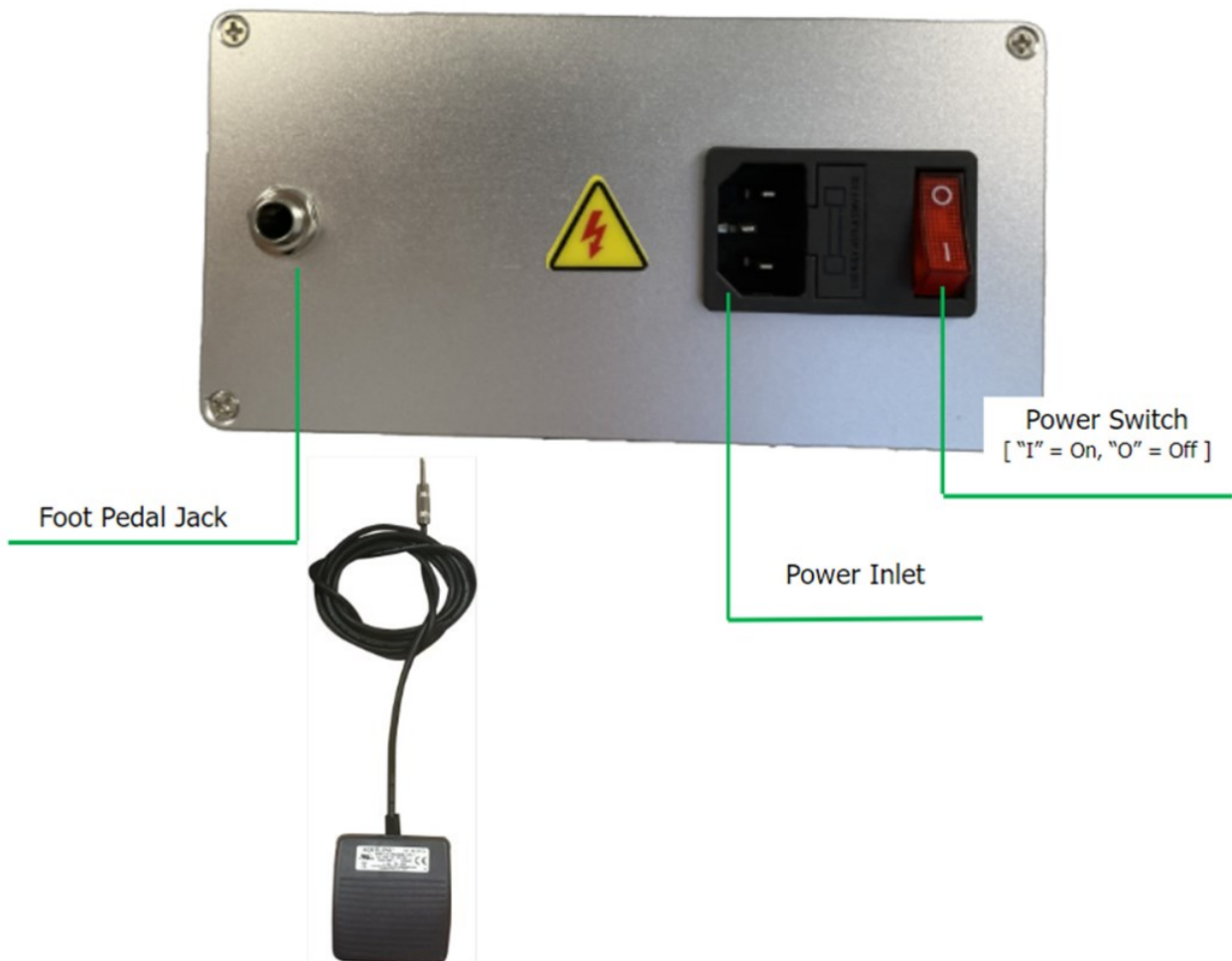
# Operation

1. DO NOT attempt to defeat any safety feature.

2. DO NOT place any part of your person or foreign object into the drive.

3. DO NOT operate the machine if any part of your body becomes fatigued.

4. DO NOT operate the machine if you are under the influence of alcohol, drugs or medications that can make you less alert or affect your judgment.

**General Use**

The Bantam is an easy to use machine where the paper follows the material path indicated below. Paper is held in place outside the outfeed for the operator to grab at any time. The control box can be hung for ease of access allowing the operator to change settings when desired too.

Material Path



**Operation Modes**

- Manual Mode
- Auto Feed-to-Length (A-FTL) Mode

It is important to note, all modes share certain features, which are detailed below.

# Operation

## Manual Mode

The manual setting allows the operator to dispense material using the foot pedal only. In this mode, machine speed can be adjusted to user preference as needed. Reference the LED Color Guide to understand color indication while operating the machine.



Switch to manual mode indicated by the foot pedal icon

Increase/Decrease Speed
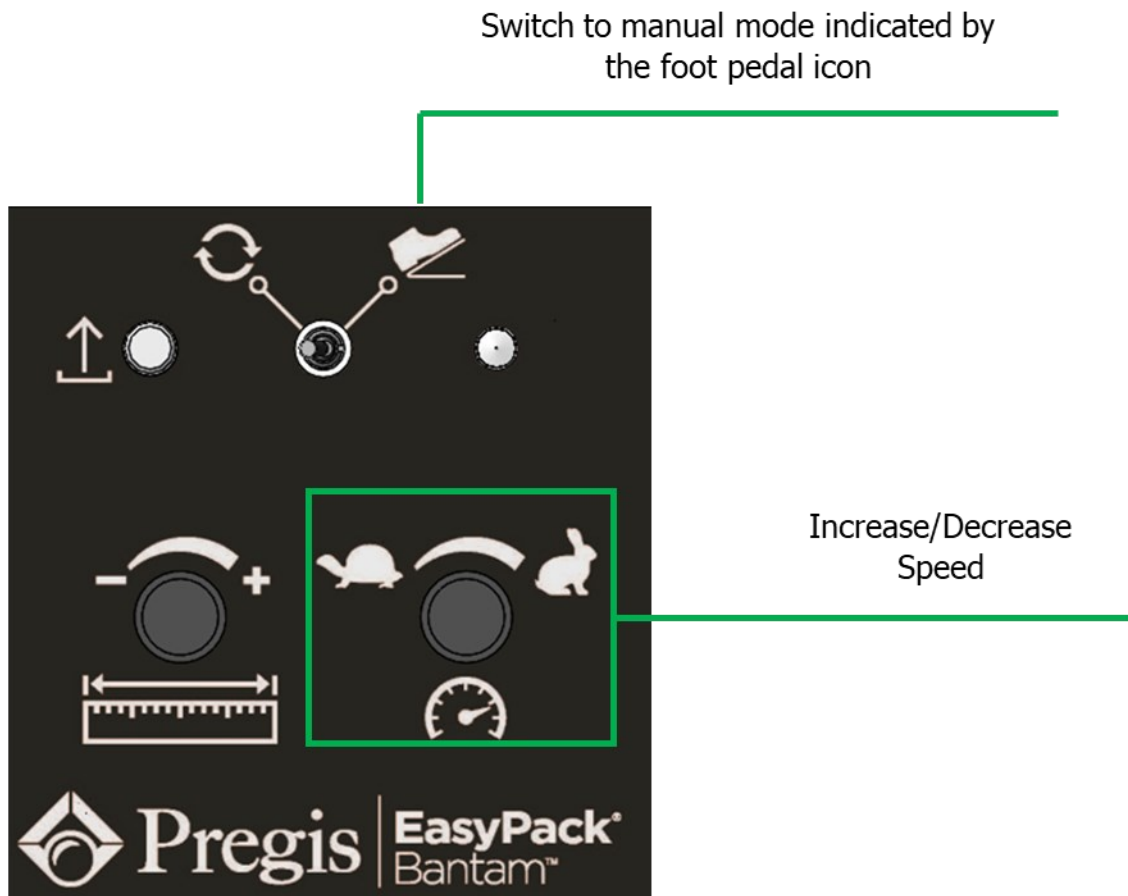
Note: If the speed was changed during dispense, new settings will not update until the next dispense.

# Operation

## Auto Feed-to-Length (A-FTL) Mode

The auto feed-to-length (A-FTL) setting allows the operator to dispense a preset length of material. In this mode, machine speed and length can be adjusted to user preference as needed. This mode will be activated when the lever is switched to the auto mode. If a short length paper is not produced initially press the foot pedal once to start. Adjust paper speed and length by turning the knobs on the control box. Following the initial safety length, the desired length will be produced. This process will continue as long as the feature is active. Reference the LED Color Guide to understand color indication while operating the machine.
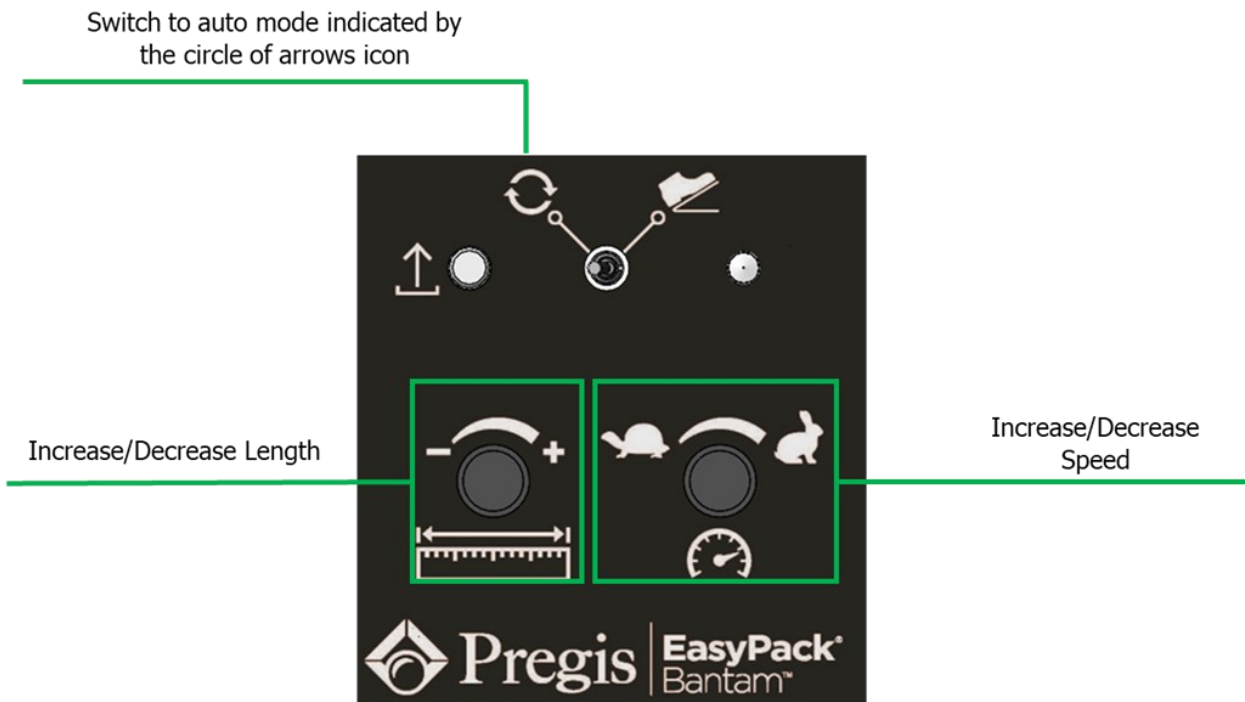


Note: If either setting was changed during dispense, new settings will not update until the next dispense.

# Operation

## LED Color Guide

During powerup, the machine will cycle through red, green, and orange, ending in red flashing. Simply press the load paper button to initialize the machine to begin use.

| GREEN | ORANGE | RED | GRAY / OFF |
|---|---|---|---|
| READY TO DISPENSE | TOP COVER IS OFF | DISPENSE ERROR PAPER JAM ERROR | MACHINE IS OFF |
| - PUSH THE FOOT PEDAL TO START DISPENSE | - REPLACE TOP COVER | - PULL PAPER TIGHT (AUTO-CLEAR FUNCTION) <br><br> - REMOVE TOP COVER <br> - CLEAR PAPER DEBRIS <br> - REPLACE TOP COVER <br> - PUSH WHITE BUTTON | - POWER ON UNIT, BOTTOM SIDE OF CONTROL BOX |
| GREEN FLASHING | ORANGE FLASHING | RED FLASHING | RED - ORANGE |
| PAPER READY | PAPER OUT | CUT ERROR | CONTROL BOARD FAULT |
| - REMOVE PAPER FROM OUTFEED TO CONTINUE DISPENSE | - PUSH WHITE BUTTON <br> - FEED PAPER DURING LOAD CYCLE <br> - REPEAT AS NEEDED | - REMOVE TOP COVER <br> - CLEAR PAPER DEBRIS <br> - REPLACE TOP COVER <br> - PUSH WHITE BUTTON | - CONTACT SERVICE |

## Bantam Loading

### Fanfold Paper

1. Place the bundle in tray so that it is in the center and all the way back
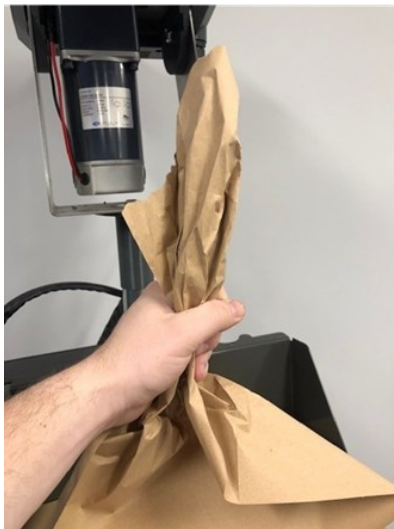
2. Cut the straps with the strap cutter.

3. Pull the straps out from the tray while ensuring that the bundle does not move.



4. Crumple the first 2-3 feet of paper. Tightly twist the end of the paper.

5. Press the loading button on the Control Box.

6. Insert the crumpled paper into the infeed until the machine loads and dispenses.

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# Unloading Material

If material gets stuck in the machine there are a few ways to manually unjam it.

- Pull gently on the paper from the outfeed until it is taught. The machine will auto reset when the jam sensor clears. If the red status remains go to steps below.



- Remove the top cover. With the top cover removed, power to the motors is shut off. Turn the outfeed latch clockwise to unlock. Open the outfeed to clear any debris inside. Return the outfeed and latch to put the top cover back on.
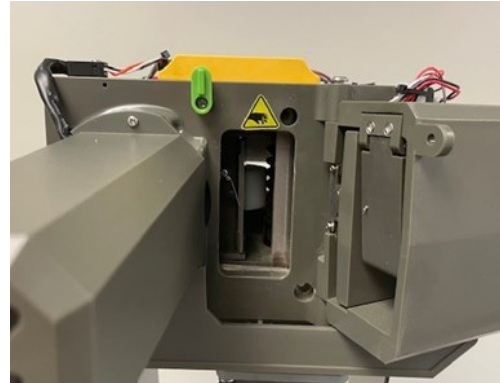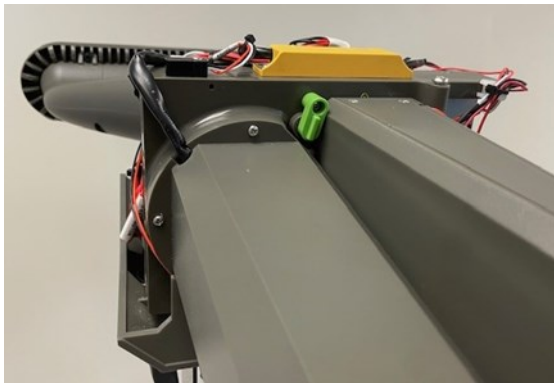


- Remove the top cover, turn infeed latches down. Gently tilt the infeed up and clear any debris inside. Be careful to not throw the infeed up as this may tilt the machine unexpectedly.

# Maintenance

The Bantam is designed to require little to no maintenance. The following recommended maintenance items will help keep the Bantam operating correctly and minimize any down time on your packaging line. If there are any questions regarding the maintenance of the Bantam, please contact your local Pregis Service Technician for assistance.

Disconnect the power cord before performing ANY maintenance to the machine other than inspections.

**Monthly Maintenance:**

1. Machine should be cleaned periodically to maintain a clean work environment. Clear any debris from the feed rollers, cutter area, outfeed, and jam sensor.

2. Verify all components are working properly. If there are any issues, please contact the Pregis service desk.

## Troubleshooting

| Problem | Cause | Solution |
|---|---|---|
| Machine will not power on | A. Loose or broken connection to the power inlet module<br><br>B. Breaker has been tripped<br><br>C. Blown Fuse | A. Re-plug in Power cord and ensure there are no knicks in the wire<br><br>B. Reset facility circuit breaker, confirm no other equipment is running on the same line<br><br>C. Call Pregis service desk |
| Machine is powered but will not run | A. Control Box/Foot Pedal cables are not connected properly.<br><br>B. Top cover is not in place (solid orange LED) | A. Verify cable connections.<br><br>B. Place top cover on machine and check LED status |
| Paper not feeding through machine | A. Paper feed button not pressed<br><br>B. Paper jammed (solid red LED) | A. Press the feed button and load paper<br><br>B. Clear any paper buildup in the machine |
| Outfeed is clear but still shows LED green flashing | A. Paper dust is covering the sensor in the outfeed | A. Wipe down the inside of the outfeed and remove any paper debris |
| Paper not cutting | A. Cutter is misaligned. | A. Call Pregis service desk |

If problems persist, call Pregis Tech Service Hotline

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## Revision Table

| REV | DATE | DESCRIPTION | REV BY | ECN NUMBER |
|---|---|---|---|---|
| A | 08 JAN 2025 | INITIAL RELEASE | MM | EC-2069 |
| B | 17 FEB 2025 | UPDATED FORMATTING | MM | EC-2069 |
|  |  |  |  |  |
|  |  |  |  |  |
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