

workstories...

ALBION GENERAL CARE



ALBION

Designed by us, reimagined by you, Albion systems furniture is handmade entirely in the UK to an almost infinite range of combinations. This is British craftsmanship made to last, for spaces that need to deliver.

desks & tables

FRAMEWORK

Albion frameworks are considered to be maintenance free. However, where cleaning of the frame is required, a mild detergent solution should be used. Use of harsh abrasives, acids, alkalis or bleaching products is not recommended.

CABLE MANAGEMENT

Ensure no liquid is allowed to access the power modules. Should this happen, isolate from the electrical supply immediately and consult a qualified electrician.

SCREENS / UPHOLSTERY

Vacuum your fabrics regularly to prevent build-up of dust and dirt on the fabric surface. Clean spills and stains quickly by mopping up the excess liquid using kitchen roll or a damp cloth. Then clean using upholstery shampoo, detergent or hand wash.

Always use a branded upholstery shampoo. Alternatively, both wool and polyester can be dry cleaned.

For spill or stain prone areas, a stain-repellent finish can be applied to certain fabrics. Alternatively, choose a wipe down upholstery solution.

TOPS: MFC LAMINATE

All MFC products can easily be cleaned with a damp cloth and a mild soap, or detergent if necessary, and buffed dry with a clean cloth. Never use abrasive powders or scouring pads to clean stubborn marks. In extreme circumstances, a mild alcohol product can be used, however this must be followed by a damp cloth soaked in water, ensuring no alcohol residue is present afterwards.

TOPS: FORMICA LAMINATE

Please refer to the supplier's instructions: <http://www.formica.com/en/us/products/formica-laminate#documentsTab>

TOPS: FORBO FURNITURE LINOLEUM

Please refer to the supplier's instructions: https://www.forbo.com/flooring/en-gl/products/linoleum/furniture-linoleum/bnare2#panel_104

TOPS: FENIX NTM

Please refer to the supplier's instructions: <http://www.fenixforinteriors.com/en/download#Technicalinformation>

TOPS: WOOD FINISHES

The fine finish applied during manufacture is a hard protective lacquer resistant to moderate heat and spillages of some beverages, but not alcohol. All spillages should be wiped off immediately with a slightly damp cloth to avoid any permanent staining.

For general routine cleaning, simply dust and wipe your veneered surfaces with a soft, damp, lint-free cloth. Dry immediately using a soft and clean cloth. Always wipe surfaces in the direction of the wood grain.

We strongly advise against the use of wax or spray polish on lacquered veneered surfaces, as a build up of polish will eventually damage the finish and cause unsightly patches. More stubborn stains can generally be removed by applying a mild, lukewarm non-abrasive soap solution using a soft lint-free cloth, gently rubbing over the stain working up a thin lather. Take care not to apply too much liquid and remember to always rub in the direction of the wood grain. Dry immediately using a clean soft cloth.

The shade and grain of wood veneers vary, this is not a fault but just part of the appeal and beauty of natural wood veneers.

To minimise the risk of damage please take some simple precautions:

Use coasters under glasses and hot mugs.

Don't place potted plants on a wooden surface unless kept in a watertight container and take extreme care when watering.

Wood is susceptible to bruising and scratching so use protective pads under any equipment.

Sunlight can damage wooden surfaces so avoid over exposure to direct sunlight. Fit blinds where necessary to diffuse the light.

Avoid exposure to excessive heat from a fire, radiator or local high temperature light sources.

storage

MFC PRODUCTS

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All MFC products can be easily cleaned with a damp cloth and a mild soap or detergent if necessary, and buffed dry with a clean cloth. Never use abrasive powders or scouring pads to clean stubborn marks. In extreme circumstances a mild alcohol product can be used, however this must be followed by a damp cloth soaked in water ensuring no alcohol residue is present afterwards.

METAL COMPONENTS ON FURNITURE

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In most cases our storage is designed with a certain element of steel and aluminium. This area of our furniture is protected and painted with a baked-on paint process. All these surfaces are resistant to dirt as well as liquids. However, liquids can discolour and stain the paint if left untreated, as well as cause damage to chromium plated and lacquered steel surfaces.

We recommend cleaning with a damp cloth and washing-up liquid, followed by a clean damp cloth. Ensure the metalwork is dry afterwards by buffing with a dry cloth.

In extreme cases a thorough cleaning may be required. We advise cleaning using methylated spirits.

Never use scouring powder to clean the product – this will damage the surface area pattern and also leave a white residue.

STEEL / POWDER COATING

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We recommend that metal cabinets be cleaned with warm water and a mild, environmentally friendly, detergent solution. A damp cloth can be used to remove dust particles. Do not use abrasive or solvent based cleaners, as that may permanently damage the paint finish.

LOCKS

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We advise that the locks are kept clear of any material other than the key they have been supplied with. We recommend that the lock is re-oiled every 18 months by using a form of WD40, to make sure the mechanism and lock bolts kept in full working order.

All keys should be kept clean, to make sure no dirt is introduced into the lock housing. Please note that a Master & Barrel replacement key are kept in stock for future reference.



guarantee

Workstories Ltd offers a fifteen year warranty on the Albion range, unless otherwise stated. Please note Sit-Stand actuators only have a five year warranty, and solid wood tops a 6 month warranty due to the changing aspect of a natural product. This applies when the product has been used for the purpose intended, and in line with the product use guidelines.

Wear and tear must be expected from normal use and are not covered by the warranty.

Workstories Ltd reserves the right to refuse replacement or repair if we feel that the product has been misused or has been accidentally damaged by another party.

Workstories Ltd also reserves the right to attempt to repair any damaged or faulty products before a decision is made to replace them. In this case, we shall not be liable for any loss occurred by the distributor or customer during this period.

Workstories Ltd will not be liable whatsoever for any consequential damage, loss or other expenses whether arising out of contact, negligence or otherwise. Any alterations to our products in any manner will automatically nullify any guarantees offered by Workstories Ltd.



environmental practices

We take our social and environmental responsibilities very seriously.

Workstories' factory operates from a newly constructed purpose built manufacturing facility, which houses some of the most up to date, energy efficient fabrication equipment available. This includes online powder coating with closed loop powder recovery, robotic welding, and automated all electric, 'lights out' laser and turret punching profiling equipment.

Our factory subscribes to the principles of lean manufacturing, and produces very low quantities of waste materials. Any waste materials that are produced including steel, aluminium, timber, cardboard and all plastic packaging are sent for recycling.

Workstories' factory of MFC boards and panels has been audited and found to meet the requirements of standard(s) FSC-STD-50-001 (Version 1.2) EN and FSC-STD-40-004 (Version 2.1) EN for FSC Chain of Custody Certification, and its quality management systems have received the BS EN ISO 9001:2008 certification.

The management team believe that Workstories impact upon the environment is minimal, and would invite anyone to come and inspect our operation.

Workstories is a full member of FIRA, and is in the process of achieving ISO9001 and ISO14001 certifications for 2019.

MATERIAL	% RECYCLED CONTENTS	% POST CONSUMER CONTENT	% POST INDUSTRIAL	CAN BE RECYCLED
Steel tube	55%	100%	100%	YES
Steel sheet	55%	100%	100%	YES
Plastic	10%	90%	90%	YES
Cardboard	80%	100%	100%	YES
Plastic	50%	100%	100%	YES
Pallets	100%	100%	100%	YES



SHOWROOM

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CONTACT

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