

Instruction Manual SAFEDI Synchro Hub

The SAFEDI Synchro Hub is an “all-round carefree package” for synchronizing the SAFEDI-IDs in the anonymous close contact diary – without the need for a smartphone or an app. The SAFEDI Synchro Hub also serves as a charging station for the SAFEDIs.

About this document

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This document contains the following information about the SAFEDI Synchro Hub:

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Target Group

This document is intended for the users of SAFEDI Synchro Hubs.

Preservation

The instruction manual is an integral part of the product.

Throughout the life of the product, keep the instruction manual complete and accessible with the SAFEDI Synchro Hub. If lost or damaged, a replacement copy can be requested from the manufacturer or can be downloaded from the website (www.safedi.com/help-center).

If the product is sold, the instruction manual must be given to the new owner as part of the product.

Safety

- Before operating the device, firstly read and understand the instruction manual.
- Operation of the device is only to be carried out by authorised personnel.
- Only operate the device in perfect condition.
- Damaged devices should be removed from operation immediately and marked clearly as “defective”.
- Only connect SAFEDIs to the device.
- Never connect third-parts devices

Layout

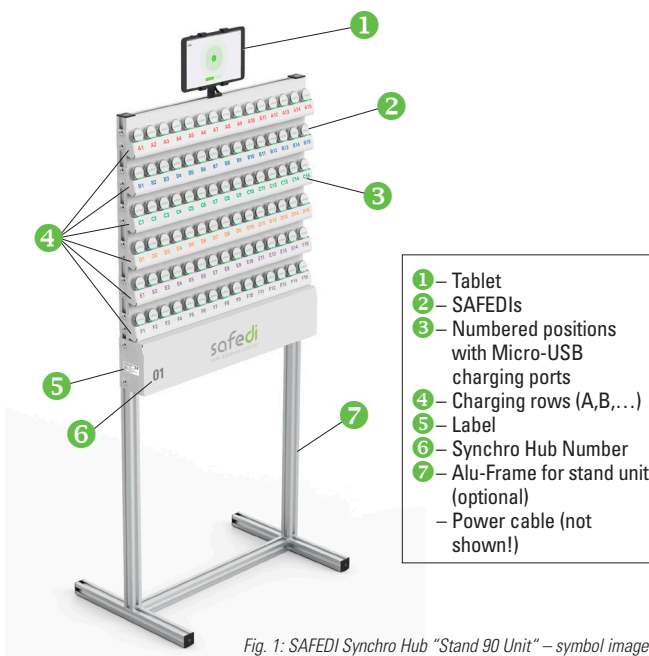


Fig. 1: SAFEDI Synchro Hub “Stand 90 Unit” – symbol image

Operation

Important:

Number recommendation

Before operation, a SAFEDI should be assigned to each person within the company, which is to be used permanently by this person.

Turning on the SAFEDI Synchro Hub

1. Connect the power supply to a suitable power socket.
2. Turn on the tablet.
3. Connect the tablet to the Internet.
4. SAFEDI Synchro Hub is ready for operation.
5. Fill with SAFEDIs:

- SAFEDIs are delivered together with the SAFEDI Synchro Hub:

The supplied SAFEDIs, which have already been paired with the SAFEDI Synchro Hub and activated, can now be plugged into their corresponding ports as according to their numbering. Ideally the SAFEDIs should be removed from their packaging and plugged in one after the other, so that no close contact recordings can occur.

Important: If two or more SAFEDI Synchro Hubs are installed in a company, the numbering must be paid attention to! The number of the assigned Synchro Hubs must correspond to the first two digits of the SAFEDI numbers, e.g. “01, 02, 03 etc.” (see Fig. 1: z–Synchro Hub Number).

- SAFEDIs are already available or will be delivered subsequently:

Activate each individual SAFEDI with its barcode on the tablet (see the corresponding section)!

6. When a SAFEDI is correctly plugged into the Micro-USB charging port, the LED starts to flash green or blue, i.e. the battery is charging. When the battery is full charged the LED lights up constantly green or blue, if the the SAFEDI has also been synchronized.

If the SAFEDIs light up constantly blue, they are ready to be used.

Collection of the SAFEDIs

When entering the company at the start of a shift, remove the personal SAFEDI from its charging port and attach as according to the instructions.

Returning the SAFEDIs

At the end of the shift or when leaving the company, plug the assigned SAFEDIs into the assigned charging port on the Synchro Hub. The synchronization is processed automatically, i.e. the data from the anonymous close contact diary is transferred and the charging of the batteries is started.

An empty battery requires approx. 2 hours to fully charge.

Important: When collecting and returning the SAFEDIs, ensure sufficient distances between users to avoid close contact recordings!

Sound Settings

The SAFEDIs are delivered in the “Mute” mode. This means that only a one-time signal sounds once a close contact has been recorded.

Warning signal activation: The activation of the warning signal can be controlled centrally via the SAFEDI Synchro Hub. To do this, open the settings in the SAFEDI Synchro Hub app on the tablet, move the slider at “Mute SAFEDIs” to the left and click on “Save”. The sound setting will be activated during the next synchronization of the SAFEDIs. This also applies when the sound is deactivated.

Turning off the SAFEDI Synchro Hub

Turning off the device is usually only necessary if a system is to be dismantled:

1. Turn off the tablet.
2. Unplug the SAFEDI Synchro Hub power cable from the power socket. The SAFEDI Synchro Hub is now turned off.

Note: When turning the device off, no SAFEDIs can be connected to the Hub, otherwise close contact recordings can be generated.

Subsequent installation of a SAFEDI Synchro Hub, when SAFEDIs are already in use:

In this case each individual SAFEDI must be activated via its barcode on the tablet!

Activation on the SAFEDI Synchro Hub

1. Select "Activate SAFEDI" on the SAFEDI Synchro Hub app.
2. Hold the SAFEDI in front of the camera to scan the SAFEDI-ID. The scanning process takes a few seconds.
3. Successful activation is confirmed by a notification field.
4. Repeat the procedure to activate all SAFEDIs.

Close Contact Diary Synchronization

The synchronization is processed automatically, once a SAFEDI is plugged into the Synchro Hub! The daily synchronization is crucial, so that the recorded SAFEDI-IDs as well as the date are transferred to the anonymous close contact diary. This is the prerequisite for an exact analysis and traceability of close contacts.

1. The SAFEDI Synchro Hub must be turned on and connected to a power supply.
2. The Wi-Fi be must active on the SAFEDI Synchro Hub.
3. Plug the SAFEDI into the assigned position in the SAFEDI Synchro Hub, preferably daily before leaving the company.
4. The synchronization and charging of the battery begins automatically.
5. Once a SAFEDI has been synchronized and fully charged, the LED lights up blue constantly.

Legal advice and information on what to do in the case of an infection

This information is provided as an attachment to the quotation.

→ see document Information on reporting cases of infection in the SAFEDI Portal

Possible faults and remedies

(Symptom: Cause → Remedy)

Device does not respond (no display, no signals):

Battery empty → Charge battery

Battery is not charging:

Cable not (correctly) connected → Connect or charging device is not plugged in → Check connections on both sides of the cable → Plug in charging device

Further information: www.safedi.com/help-center

Cleaning

Wipe the device with a damp cloth and a little mild detergent or disinfectant.

Storage

Store the SAFEDI Synchro Hub under the following conditions:

- In a dry location.
- Protected from dust and weather conditions.
- In accordance to permitted ambient temperature and humidity (see section Technical Data).

Packaging and Transport

Add dry granules to the packaging.

Disposal

Frame	Aluminium, Steel
Cable	Copper
Electronic Parts	WEEE

Technical Data

Name	SAFEDI Synchro Hub
Article Number	129333
Frame Material	Aluminium anodized, Coated steel sheet
Rated Voltage	230 V AC, 50 Hz
Rated Current	150 mA (90 Unit); 250 mA (180 Unit)
Cable Length	1,4 m
Ambient Temperature	2° C - 40° C
Ambient Humidity	Non-condensing
Protection Class	IP 20
Dimensions W×H×T mm:	
90 Wall Unit	760 × 830 × 110
180 Wall Unit	1.520 × 830 × 110
90 Stand Unit	760 × 1.600 × 500
180 Stand Unit	1.520 × 1.600 × 500 Weight kg:
90 Wall Unit	26
180 Wall Unit	51,5
90 Stand Unit	31
180 Stand Unit	61,5
Table Type	Samsung Galaxy Tab A 10.1 Wi-Fi
EU-Declaration of Conformity	see www.safedi.com

Manufacturer

SAFEDI Distance Control GmbH, Dr. Walter Zumtobel Straße 2, 6850 Dornbirn, Austria, www.safedi.com

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