

## Recommendations for Storing and Handling Wire and Tape

<b>Reels</b>	
<p><b>Do's</b></p> <p>Store reels with the axis horizontal. Store in an environment with a stable temperature. Keep wire end tightly tied. Keep protective wraps in place and replace if the reel is part-used. If reels require rolling along the floor they should be rolled in the same direction as the winding. (As if the wire is being wound onto the top of the reel.) Tip reels using the flange as the fulcrum.</p>	<p><i>Reason</i></p> <p>Avoids the risk of dropping the reel during the move.</p>
<p><b>Don'ts</b></p> <p>Expose the reel to temperature fluctuations. Drop or hit the reel. Store with the axis vertical for extended periods of time. Expose the reel to vibrations. Leave the wire end untied or loosely tied. Touch the wire surface. Do not allow the reel or metal to get wet. Do not wrap Iron wires with polythene film. (Use vapour protective paper). Pick up the reel using the top flange only.</p>	<p><i>Reason</i></p> <p>Thermal expansion and contraction loosens the winding. Loosens the winding and damages the reel. Laps will tend to fall to the bottom causing a bell-shape. Loosens the winding. Allows the winding to loosen. Sweat or dirt from hands can cause the wire to tarnish. Can cause tarnishing of the wire (especially Cu based alloys). Can increase the incidence of oxidation. Flanges can break off if reels are lifted in this manner.</p>

<b>Drumpacks</b>	
<p><b>Do's</b></p> <p>Bend the free end of the wire over the inner cylinder.</p>	<p><i>Reason</i></p> <p>The free end can easily be lost if it is dropped back into the coil.</p>
<p><b>Don'ts</b></p> <p>Roll or shake the drums. Do not allow the drumpack or metal to get wet.</p>	<p><i>Reason</i></p> <p>Wire can become tangled. Can cause tarnishing of the wire (especially Cu based alloys). Weakens the cardboard drumpack.</p>

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Coils	
<b>Do's</b> Use a former or a rotating swift to pay-off the wire.	<i>Reason</i> Maintains the coil integrity and avoids tangling during use.
<b>Don'ts</b> Remove the bindings before the coil is placed in the pay-off position.	<i>Reason</i> Maintains the coil integrity.

Note: Information is based upon the general experience of IMI Scott Ltd and is believed to be correct at the time of issue. No warranty is given or is to be implied from and no liability is accepted for the details above or any omissions therein. The safe handling of reels, drumpacks and coils should be assessed locally to ensure Health and Safety and any other applicable regulations are complied with including consideration of the weight, shape and size of the items mentioned on this sheet. IMI Scott Ltd reserves the right to make a charge for rewinding where materials have been stored incorrectly.