ROTATE AN ACTUATOR
on MOGAS Metal Seated Ball Valve

The purpose of this procedure is to provide information to properly rotate an actuator on a Mogas Ball Valve. It is extremely important that these steps are followed to ensure the valve will provide maximum performance.

1. Remove the bolts for the actuator.

2. Lift the actuator straight off the valve mounting bracket. It is important to remember not to turn the actuator while the actuator is sitting on the valve mounting bracket. Doing this will cause the valve to be 180 degrees out of proper rotation, so the mate lapped seats will not match the proper side of the ball. This will cause the valve to leak.

3. After the actuator is removed, rotate the actuator to its desired position. At this point observe the stem adaptor's position. If the slot or keyway doesn't match the slot or keyway in the actuator, the stem adaptor must be rotated as well.

4. To rotate the stem adaptor, remove the shear pin located at the bottom of the stem adaptor. If no pin is present, the stem adaptor is keyed and should lift straight off the stem.

5. Turn the stem adaptor to the position that matches the corresponding slot or keyways in the actuator and re-install the pin or keys. If a pin is used be sure to deform the pinhole after the pin is installed. This will ensure that the pin will not fall out for any reason.

6. Carefully replace the actuator on the mounting bracket and re-install the bolts.

7. After the air or electric supply is re-connected the actuator should be stroked to ensure that the stops are properly set and the actuator is rotating properly. If the stops are out of adjustment, they should be reset at this time.

8. The open stop is the most important stop to set. It is preferred that the open stop be set while the valve is not installed in the pipeline. This will allow for the bore to be properly aligned ensuring that there are no edges exposed to the flow. However, if the valve is installed in the line, look for the scribed lines on the stem and gland flange. When the actuator stop is properly set, the scribed lines on the stem and gland flange match, these lines are approximate locations and are not 100% accurate. For best results, make sure the lines never under travel, a minimum travel of 90° is required. (**Clockwise to close, counter-clockwise to open).**

9. After open and closed stops are set, be sure all bolting is tight and the valve is left in the required position.

(Note: Misalignment can result in valve under or over stroke thus creating a leak and affecting warranty.)

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