



Casework File Bars

Solution Guide

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OVERVIEW

Casework File Bars create a flexible filing system within a DIRTT Casework cabinet. DIRTT Casework offers several drawer sizes and file bar hardware packs to fit the client's needs. This solution guide helps both designers determine the size of the casework needed to fit the client's needs and installers understand how to secure the file bars in the field. File bars can be oriented side to side or front to back, and they can accommodate both letter and legal file types with specifically designed hardware packs for each.

NOTE: Casework design considers the different dimensions of legal and letter files. The orientation of the Casework File Bars must follow these dimensions to ensure files fit properly.

FEATURES

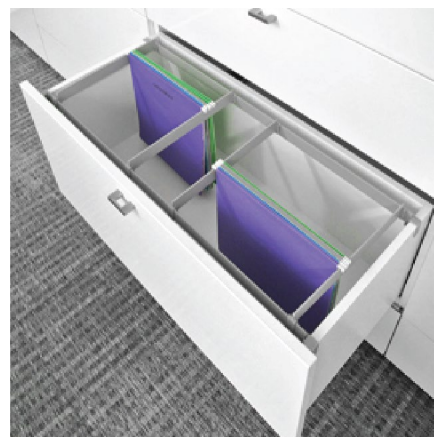
- System can be used for both letter and legal file sizes
- File bars can be oriented side to side or front to back
- Drawer slides are rated for 110 lb (50 kg) loads



Side-to-side single file drawer



Front-to-back single file drawer



Front-to-back double file drawer

Send design email inquiries to caseworkdesign@dirtt.com.



SIDE-TO-SIDE FILING

When specifying side-to-side filing, use HW622 for cabinets or drawers (or both) less than or equal to 24" (610mm) wide or HW732 for cabinets or drawers (or both) greater than 24" (610mm) wide. File bars installed in the factory will be justified toward the front of the drawer unless otherwise specified.



NOTE: The minimum height dimension is based on standard hanging file folders with standard plastic tabs. Overloaded folders may hinder drawer operation.

Dimensions

DIMENSION	LETTER FILING	LEGAL FILING
Minimum (Min.) Drawer Height (h)–Single Lock or Gang Lock	13 ½" (343mm) h	13 ½" (343mm) h
Min. Drawer Height–No Lock	13" (330mm) h	13" (330mm) h
Min. Cabinet Width (w)	10 ¼" (260mm) w	10 ¼" (260mm) w
Maximum (Max.) Cabinet Width	36" (914mm) w	36" (914mm) w
Min. Cabinet Depth (d)	18 ¾" (467mm) d	20 ¼" (514mm) d
Max. Cabinet Depth	30" (762mm) d	30" (762mm) d



Installing HW622_Side-to-Side Filing

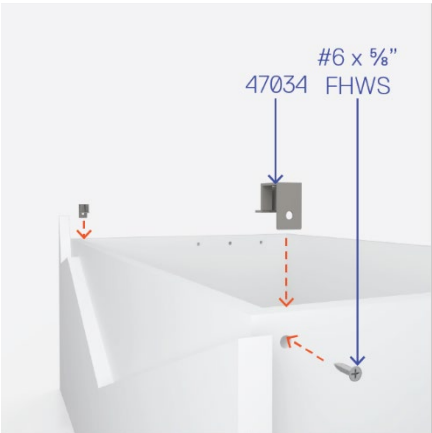
PARTS REFERENCE

PART		QTY	NOTES
HW622 (CABINET OR DRAWER 24" (610mm) WIDE OR LESS)			
11999	Aluminum Flat Bar 1/8" x 1"	1	Ordered separately from each hardware pack; length is determined by the size of the casework.
114170	1 1/2" x 1/8" Aluminum File Bar	1	Ordered separately from each hardware pack; length is determined by the size of the casework.
47034	5/8" Side Mount Bracket	4	
STOCK	#6 x 5/8" Flat Head Wood Screw (FHWS)	4	

INSTALLATION STEPS

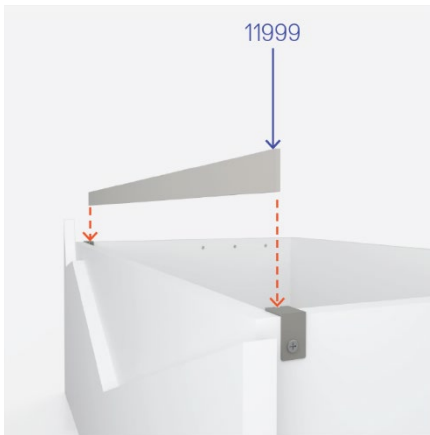
01. Fasten **47034_5/8" Side Mount Bracket** on each side at the front of the drawer using **#6 x 5/8" FHWS** on each bracket

TECH TIP: Fastening locations are specified by spur marks on drawer boxes.





02. Slide the **11999_Aluminum Flat Bar $\frac{1}{8}$ " x 1"** into the notch on each installed bracket.

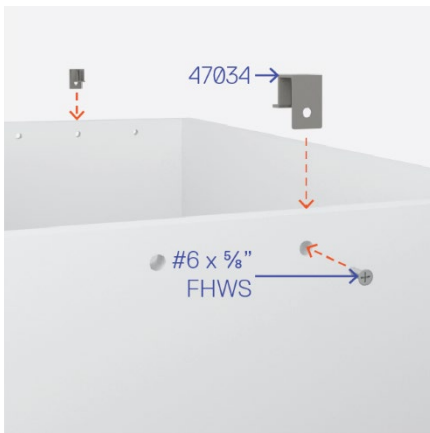


03. Measure back from the installed file bar to determine the position of the second file bar. Mark off the second set of bracket locations on each side of the drawer.

NOTE: Letter folders are 11 $\frac{3}{4}$ " (298mm) wide, and legal folders are 14 $\frac{3}{4}$ " (375mm) wide.



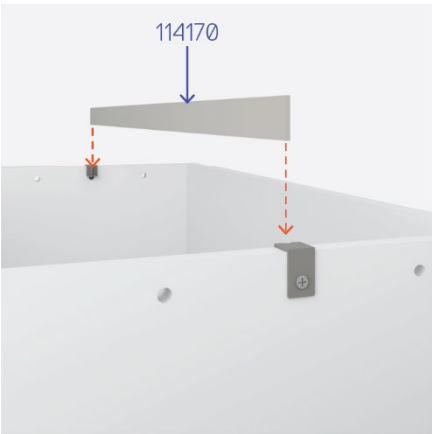
04. Fasten **47034_ $\frac{5}{8}$ " Side Mount Bracket** on each side at the rear of the drawer at the marked locations using **#6 x $\frac{5}{8}$ " FHWS** on each bracket.



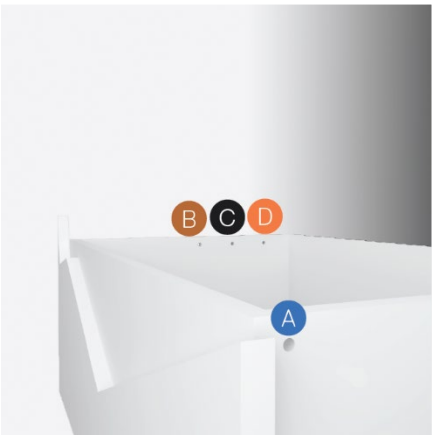


05. Slide 114170_Aluminum Flat Bar 1 ½” x ¼” into the notch on each bracket.

NOTE: Each hole in the four-sided milling has a specific purpose as described in the table below.



HOLE	DESCRIPTION
A	First hole is used for all hardware configurations
B	Second hole is used for side-to-side letter filing configuration
C	Third hole used for side-to-side legal filing configuration
D	Fourth hole (also known as the back hole) is used for front-to-back double filing





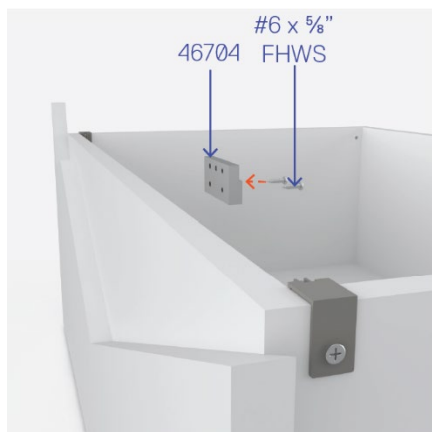
Installing HW732_Side-to-Side Filing

PARTS REFERENCE

PART		QTY	NOTES
HW732 (CABINET OR DRAWER GREATER THAN 24" (610mm))			
47034	5/8" Side Mount Bracket	4	
11999	Aluminum Flat Bar 1/8" x 1"	1	Ordered separately from each hardware pack; length is determined by size of casework. Milling #46705 or #46750 to be added to accommodate #46704.
114170	1 1/2" x 1/8" Aluminum File Bar	1	Ordered separately from each hardware pack; length is determined by size of casework.
46704	Lateral File Bar Securing Block	1	
STOCK	#6 x 3/4" Pan Head Wood Screw (PHWS)	2	
STOCK	#6 x 3/4" Flat Head Wood Screw (FHWS)	2	
STOCK	#6 x 5/8" FHWS	4	

INSTALLATION STEPS

01. Fasten [46704_Lateral File Bar Securing Block](#) so the top is flush with the top of the drawer box front panel using [#6 x 3/4" PHWS](#) (QTY 2).

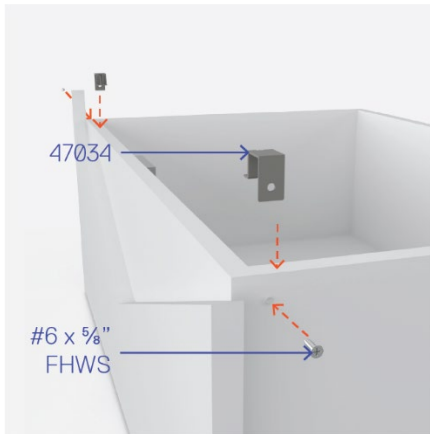


NOTE: If the file drawer has a lock installed, ensure it does not interfere with the location of the File Bar Mounting Bracket and the predrilled holes in the [46705_Lateral File Bar with Securing Holes](#) or [46750_Lateral File Bar with Securing Holes–Offset](#).

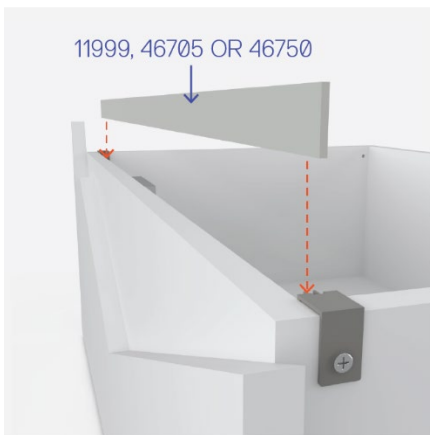


02. Fasten **47034_5/8" Side Mount Bracket** on each side at the front of the drawer using **#6 x 5/8" FHWS** on each bracket.

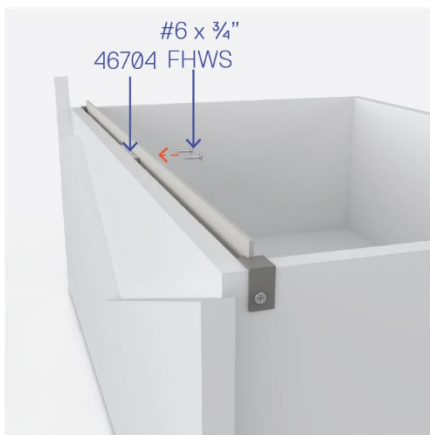
TECH TIP: Fastening locations are specified by spur marks on drawer boxes.



03. Slide **46705_Lateral File Bar with Securing Holes** (or if used, **46750_Lateral File Bar with Securing Holes–Offset**) into the notch on each bracket.



04. Install **#6 x 3/4" FHWS** (QTY 2) through the predrilled holes in the file bar into the top holes of the securing block.



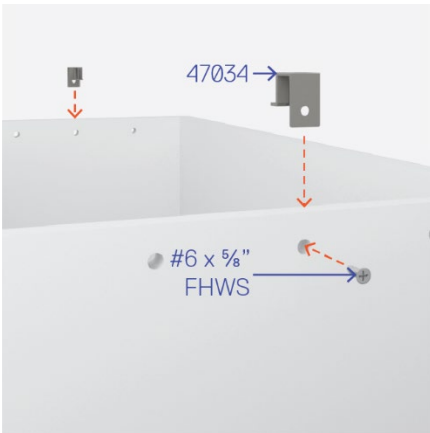


05. Measure back from the installed drilled file bar to determine the position of the second file bar. Mark off the second set of bracket locations on each side at the rear of the drawer.

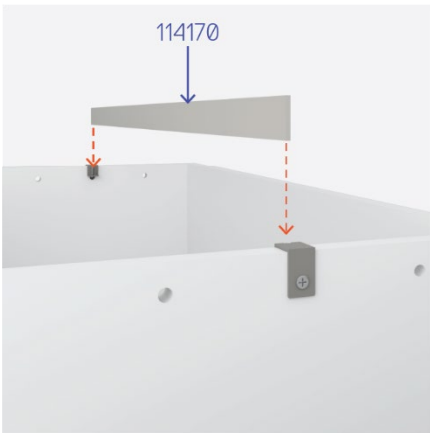
NOTE: Letter folders are 11 $\frac{3}{4}$ " (298mm) wide and legal folders are 14 $\frac{3}{4}$ " (375mm) wide.



06. Fasten **47034_5/8" Side Mount Bracket** on each side at the rear of the drawer at the marked locations using **#6 x 5/8" FHWS** on each bracket.



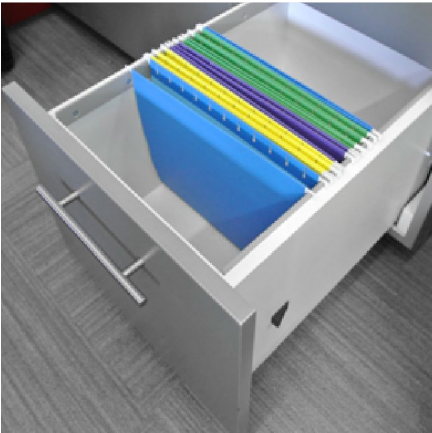
07. Slide **114170_1 1/2" x 1/8" Aluminum File Bar** into the notch on each bracket.





FRONT-TO-BACK SINGLE FILING

When specifying Front-to-Back Single File, order hardware pack HW624. File bars installed in the factory will be centered on the drawer box front unless otherwise specified.



NOTE: The minimum height dimension is based on standard hanging file folders with standard plastic tabs. Overloaded folders may hinder drawer operation.

Dimensions

DIMENSION	LETTER FILING	LEGAL FILING
Minimum (Min.) Drawer Height (h)–Single Lock or Gang Lock	13 ½" (343mm) h	13 ½" (343mm) h
Min. Drawer Height–No Lock	13" (330mm) h	13" (330mm) h
Min. Cabinet Width (w)–No Gang Lock (w)	16" (406mm) w	19" (406mm) w
Min. Cabinet Width–With Gang Lock	17 ½" (445mm) w	20 ½" (521mm) w
Maximum (Max.) Cabinet Width	36" (914mm) w	36" (914mm) w
Min. Cabinet Depth (d)	13 ½" (343mm) d	13 ½" (343mm) d
Max. Cabinet Depth	30" (762mm) d	30" (762mm) d

Installing HW624_Front-to-Back Single Filing

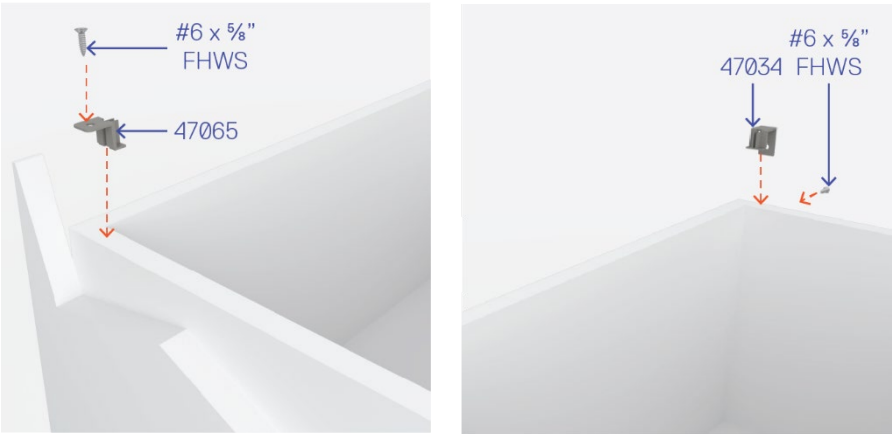
PARTS REFERENCE

PART		QTY	NOTES
HW624 (FRONT-TO-BACK SINGLE FILE DRAWER)			
11999	Aluminum Flat Bar 1/8" x 1"	2	Ordered separately from each hardware pack; length is determined by size of casework.
47034	5/8" Side Mount Bracket	2	
47065	5/8" Top Mount Bracket	2	
STOCK	#6 x 5/8" PHWS	4	

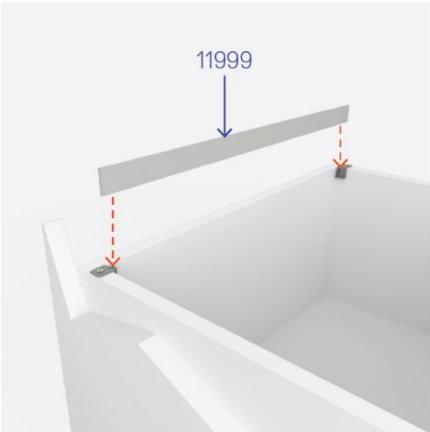
INSTALLATION STEPS

01. On the left side of the drawer, fasten **47065_5/8" Top Mount Bracket** at the front and **47034_5/8" Side Mount Bracket** at the rear using **#6 x 5/8" PHWS** at each bracket

TECH TIP: Fastening locations are specified by spur marks on drawer boxes.

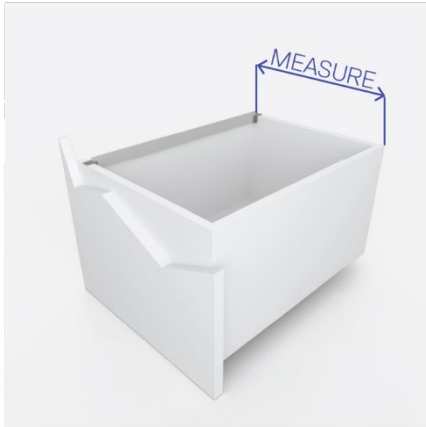


02. Slide **11999_Aluminum Flat Bar 1/8" x 1"** into the notch on each bracket.



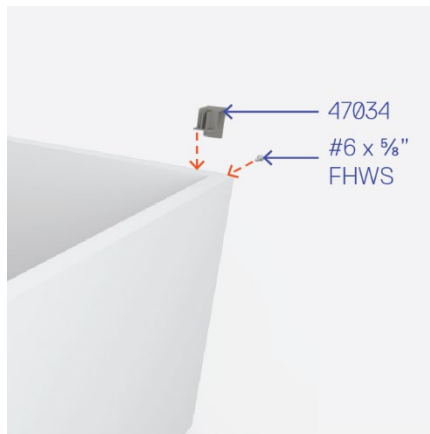
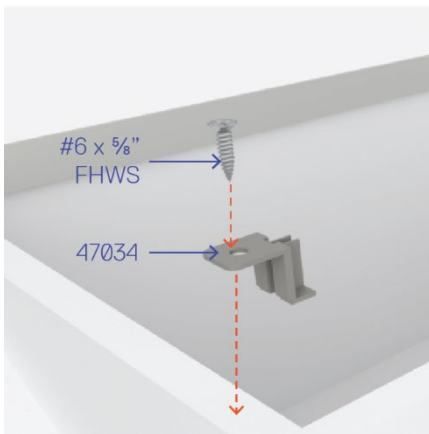


03. Measure to the right from the installed file bar to determine the position of the second file bar. Mark off the second set of bracket locations on the front and back of the drawer.

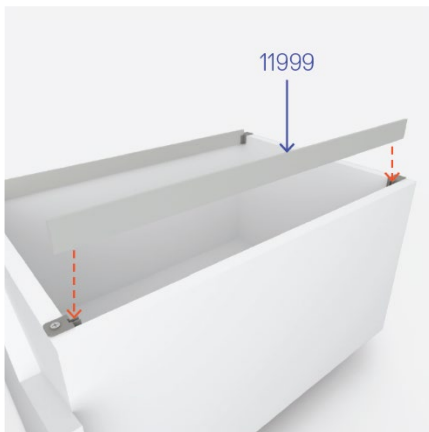


NOTE: Letter folders are 11 $\frac{3}{4}$ " (298mm) wide and legal folders are 14 $\frac{3}{4}$ " (375mm) wide.

04. On the right side of the drawer, fasten the first **47034_5/8" Side Mount Bracket** at the front and the second bracket at the rear of the drawer at the marked locations using **#6 x 5/8" PHWS** on each bracket.



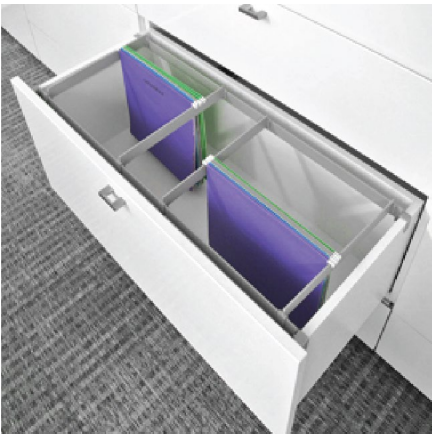
05. Slide **11999_Aluminum Flat Bar 1/8" x 1"** into the notch on each bracket.





FRONT-TO-BACK DOUBLE FILING

When specifying Front-to-Back Double File drawers, order hardware pack HW623. File bars installed in the factory will be justified with each row toward the outside of the drawer, leaving additional space between the two rows of filing, unless otherwise specified.



NOTE: The minimum height dimension is based on standard hanging file folders with standard plastic tabs. Overloaded folders may hinder drawer operation.

Dimensions

DIMENSION	TWO ROWS LETTER	TWO ROWS LEGAL	ONE LETTER AND ONE LEGAL
Minimum (Min.) Drawer Height (h)– Single Lock or Gang Lock	13 ½" (343mm) h	13 ½" (343mm) h	13 ½" (343mm) h
Min. Drawer Height–No Lock	13" (330mm) h	13" (330mm) h	13" (330mm) h
Min. Cabinet Width (w)–No Gang Lock	29 ⅞" (751mm) w	35 ⅞" (903mm) w	32 ⅞" (827mm) w
Min. Cabinet Width–With Gang Lock	31 ⅞" (789mm) w	37 ⅞" (942mm) w*	34 ⅞" (866mm) w
Maximum (Max.) Cabinet Width	36" (914mm) w	37 ⅞" (942mm) w *	36" (914mm) w
Min. Cabinet Depth (d)	13 ½" (343mm) d	13 ½" (343mm) d	13 ½" (343mm) d
Max. Cabinet Depth	30" (762mm) d	30" (762mm) d	30" (762mm) d

*tailored idea starter required.



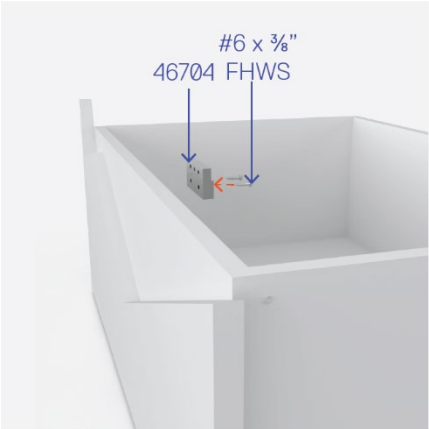
Installing HW623_Front-to-Back Double Filing

PARTS REFERENCE

PART		QTY	NOTES
HW623 (FRONT-TO-BACK DOUBLE FILE DRAWER)			
42546	Aluminum 1/8" (3mm) File Bar Extrusion	4	Ordered separately from each hardware pack; length is determined by the size of the casework.
47034	5/8" Side Mount Bracket	4	
47035	Single Top Clip Bracket	8	
11999	Aluminum Flat Bar 1/8" x 1"	1	Ordered separately from each hardware pack; length is determined by size of casework. Milling #46705 or #46750 to be added to accommodate #46704.
114170	1 1/2" x 1/8" Aluminum File Bar	1	Ordered separately from each hardware pack; length is determined by size of casework.
46704	Lateral File Bar Securing Block	1	
STOCK	#6 x 3/4" Pan Head Wood Screw (PHWS)	2	
STOCK	#6 x 5/8" PHWS	4	
STOCK	#6 x 3/4" Flat Head Wood Screw (FHWS)	2	

INSTALLATION STEPS

01. Fasten [46704_Lateral File Bar Securing Block](#) so the **top is flush** with the top of the drawer box front panel using **#6 x 3/4" PHWS** (QTY 2).

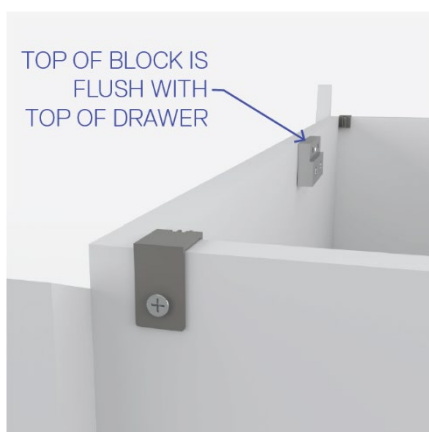
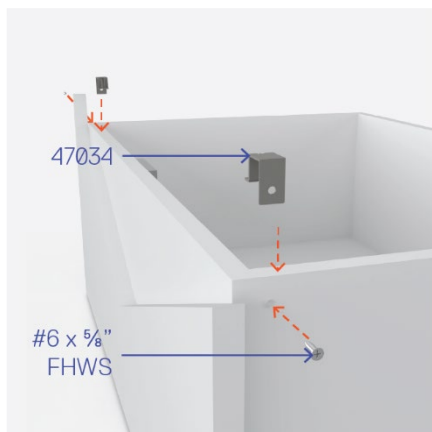


NOTE: If the file drawer has a lock installed, ensure it does not interfere with the location of the File Bar Mounting Bracket and the predrilled holes in the [46705_Lateral File Bar with Securing Holes](#) or [46750_Lateral File Bar with Securing Holes–Offset](#).

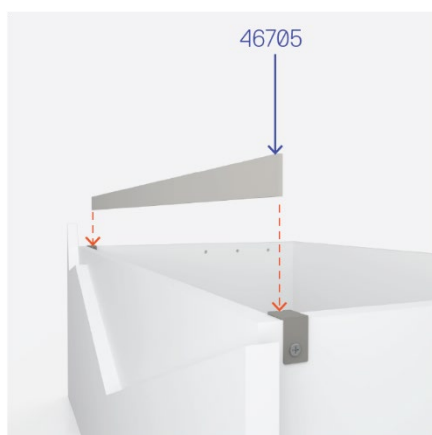


02. Fasten **47034_5/8" Side Mount Bracket** on each side at the front of the drawer using **#6 x 5/8" FHWS** on each bracket.

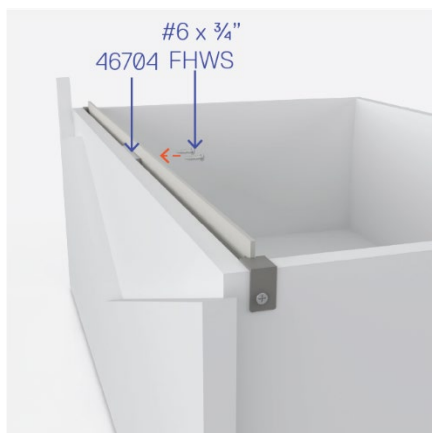
TECH TIP: Fastening locations are specified by spur marks on drawer boxes.



03. Slide **46705_Lateral File Bar with Securing Holes** (or if used, **46750_Lateral File Bar with Securing Holes–Offset**) into the notch on each bracket.

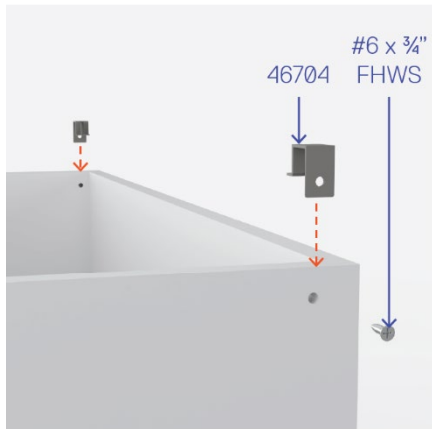


04. Install **#6 x 3/4 FHWS** (QTY 2) through the predrilled holes in the file bar into the top holes of the **46704_Lateral File Bar Securing Block**.





05. At the rearmost spur marks on each side of the drawer, fasten **46704_5/8" Side Mount Bracket** using **#6 x 3/4" FHWS** on each bracket.



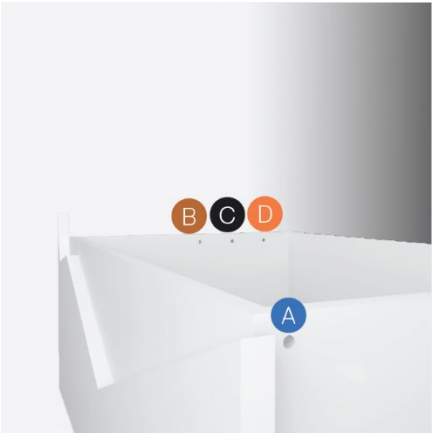
06. Slide **11999_1 1/2" x 1/8" Aluminum File Bar** into the notch on each bracket.



TECH TIP: Each hole in the four-sided milling has a specific purpose as described in the table below.



HOLE	DESCRIPTION
	First hole is used for all hardware configurations
	Second hole is used for side-to-side letter filing configuration
	Third hole used for side-to-side legal filing configuration
	Fourth hole (also known as the back hole) is used for front-to-back double filing





07. Determine the width required for each folder row based on whether it is for legal folders or letter folders.



08. Attach 47035_Single Top Clip Bracket (QTY 4) to each 11999_1 1/2" x 1/8" Aluminum File Bar.



09. Line up the clip brackets accordingly on each file bar. Slide 42546_Aluminum 1/8" (3mm) File Bar (QTY 4) into notches on each clip bracket.

NOTE: Letter folders are 11 3/4" (298mm) wide, and legal folders are 14 3/4" (375mm) wide. Ensure that file bars are installed accordingly. A combination of legal and letter files can be housed in the same drawer.





REVISION REFERENCE

VERSION	INITIAL	DESCRIPTION	DATE
2.0	MS	- Corrected Casework design email address and added weight rating for drawers - Moved version 1.0 of the guide to new template with new branding.	2022-02-28