

# Workbench

## Instructions for Assembly



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# Tools Required for Assembly

Assembling the Lista Workbench requires the following tools:

## Sockets or Open End Wrenches

- 3/8"
- 1/2"
- 7/16"
- 15mm (Maple worksurfaces only)
- 3/8" drive with 3" to 6" extension

## Screwdrivers

- #2 Phillips Head Screwdriver
- Flat Head Screwdriver

## Drill Bits

### For drilling pilot holes to accept 5/16" Hex Flange screw

- #7 (.200" or 5.1mm) for Maple, Lista or Plastic worksurfaces

## General Tools

- Center Punch and Flat Punch
- Electric Hand Drill
- Measuring Tape

# Before Assembling the Workbench

Before you begin assembling the workbench, read through the assembly instructions to familiarize yourself with the order in which the parts are assembled. It is suggested that you complete all types of assembly with the worksurface upside-down on top of the shipping carton.

It is important to assemble the components in the same sequence as described in this manual.

For technical support or questions, call 1-800-722-3020.

**The information listed in this document provides instructions for assembling Lista Workbenches. This document provides brief instructions for attaching worksurfaces made by other manufacturers. Refer to that manufacturer's instructions and requirements for specific drilling and assembly information. Lista is not responsible for the quality, construction, or assembly of other manufacturer's products used in conjunction with Lista products.**

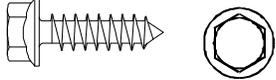
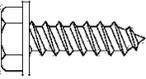
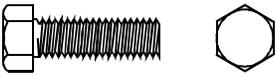
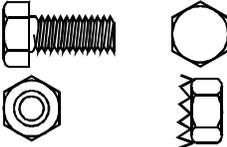
# Types of Worksurfaces and Hardware

The following table describes the types of worksurfaces and the hardware used for attaching legs or cabinets.

Type of Worksurface	Hardware Used for Attaching Legs and Cabinets
Maple , Lista, Plastic, or ESD	Six 5/16 x 1 1/4" Hex Flange screw
Phenolic Resin	Four 5/16" x 3/4" Lag bolts and washers

## Hardware Illustrations

Refer to the following to help determine which hardware component to use when assembling a Lista workbench.

Diameter - Pitch x Length and Type	Illustrations
5/16 x 1¼" Hex Flange Screw (for Maple, Lista, Plastic, and ESD worksurfaces)	
5/16 - 18 x ¼" Hex Head Lag Bolts and Washers (for Resin worksurfaces only)	
5/16 - 18 x 5/8" Hex Head Bolts (for use with Casters)	
3/8 - 16 x 1¼" Hex Head Bolts (for use with Glides)	
5/16 - 18 x ¾" Phillips Pan Head Screws	
¼ - 20 x ½" Hex Head Bolts	
#10 x ½" Phillips Head Self-Tapping Screws	
#10 - 24 x ¼" Phillips Head Round Screws	
#14 x ¾" Slotted Hex Head Screws	
¼ - 20 x ½" Phillips Head Round Screws	
¼ - 20 Kep Nuts	
5/16 - 18 x ¾" Hex Head Bolt and Kep Nuts	

# Assembling the Lista Workbench

The following sections provide step-by-step instructions for assembling the Lista workbench including attaching components such as Privacy Panels and various types of shelves.

## Assembling the Technical Legs

Lista Legs do not require assembly.

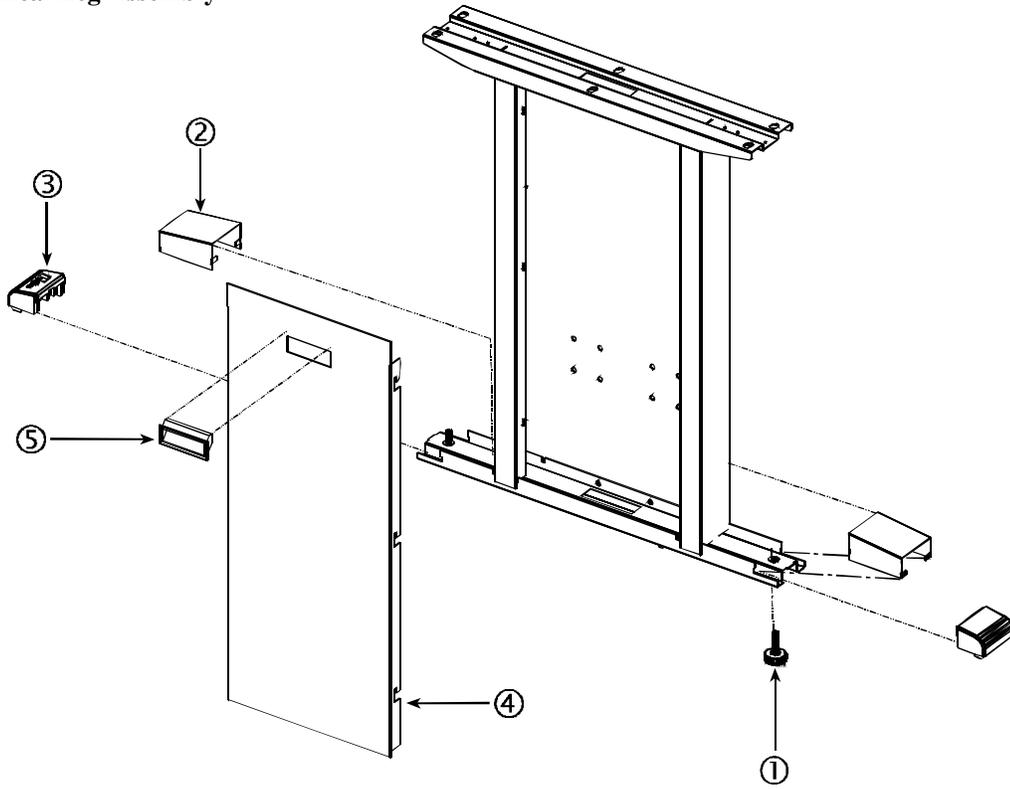
Step	Action	(Refer to Figure 1)
1a	<b>Leveling Glides:</b> Insert the Leveling Glides ① (two per leg) into the bottom of each foot, as shown.	
1b	<b>Casters:</b> Insert a 1¼” bolt up from the bottom of each foot. Secure Casters with four square nuts, making sure that the casters with brakes are installed on the front foot of each leg.	
2	Attach the Foot Cover ② (2 per leg) to each foot by engaging the small end of the Cover into the notches of the foot and snapping it down into place. Note: The tapered end of the Covers face <i>away</i> from the center of the leg.	
3	Snap the Toe Caps ③ securely to each end of the foot. <b>Note: If attaching a Stringer, refer to instructions below before proceeding with Steps 4 and 5.</b>	
4	Firmly snap the Handle ⑤ into the Access Panel ④ with the pocket facing <i>up</i> .	
5	Tilt the top of the Access Panel ④ forward <i>under</i> the top of the leg, then angle the bottom so that it is parallel with the box. Make sure that the notches in the Panel ④ can drop down into the lances of the leg.	
<b>Tip:</b> If the lances of the Leg seem tight, use a flathead screwdriver to gently pry them open.		

## Attaching Technical or Lista Legs to the Worksurface

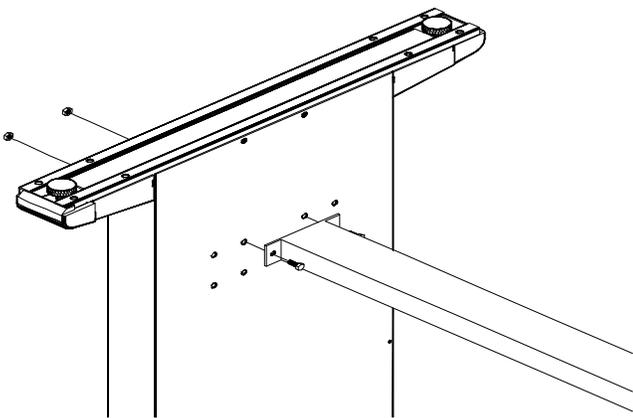
Most Lista worksurfaces are pre-drilled with pilot holes or include anchor inserts. If you are using a worksurface from a different manufacturer, refer to “Drilling Specifications for Non-Lista Worksurfaces” on page 16. **Note: If you purchased a Leg/Cabinet, two-Cabinet configuration, or Hanging Drawer, refer to page 8 for instructions on attaching a cabinet to your worksurface.**

Attaching the Legs		
Step	Action	(Refer to Figure 1)
1	Place the worksurface upside-down onto the corrugated cardboard (shipping carton) to protect the surface.	
2	Align the hole pattern of the legs with the hole pattern of the worksurface. <b>Note: If attaching Lista Legs, the flange at the top of the leg should face <i>out</i> towards the edge or end of the worksurface. For Technical Legs, the smooth inside surface of the leg should face <i>in</i> towards the center of the workbench.</b>	
3	Insert six 5/16" x 1 ¼" Hex Flange screws to secure each leg to the worksurface.	
Attaching a Stringer or Bottom Shelf		
Step	Action	(Refer to Figure 2)
1	Align the hole pattern of the Stringer (or Bottom Shelf) with the hole pattern of the Leg(s) so that it is centered.	
2	Insert two 5/16” Hex Head bolts through the Stringer (or ¼” - 20 Hex Head bolts for Bottom Shelf) and into the hole pattern of the Leg(s). Secure with two Kep nuts. Repeat Steps 1 and 2 for other leg.	
3	For Technical Legs, install the Access Panel now. Refer to instructions above.	
Attaching a Hanging Cabinet		
Step	Action	(Refer to Figure 3)
<b>Note:</b> The difference between a Hanging Cabinet and a Hanging Drawer is the size. Hanging cabinets are 13 ¾” or greater. If you purchased a Hanging Drawer, refer to “Attaching Hanging Drawer to Worksurface” on page 8.		
1	Remove the drawer from the Hanging Cabinet and tap the knock-outs at each corner of the cabinet to open the holes.	
2	Place the Hanging Cabinet down into position with the drawer opening facing the front. Insert six 5/16" x 1 ¼" Hex Flange screws down through the inside top of the cabinet and into the worksurface. Tightly secure.	

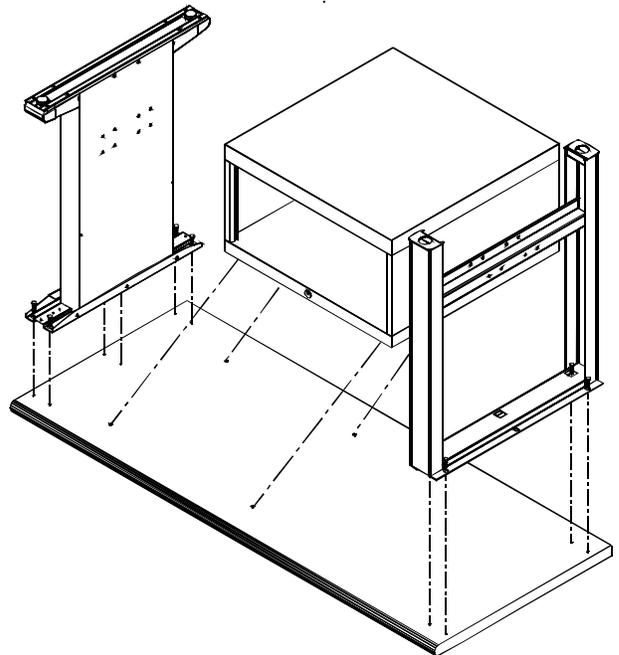
**Figure 1 Technical Leg Assembly**



**Figure 2 Stringer/Bottom Shelf Attachment  
(stringer shown)**



**Figure 3 Legs and Hanging Cabinet Attachment**



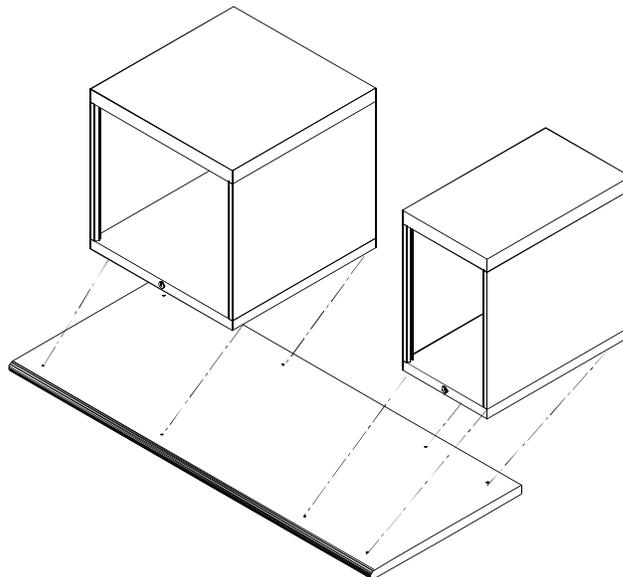
## Attaching Cabinets to the Worksurface

Step	Action	(Refer to Figure 4)
1	Remove the top drawer(s) from the cabinet to access the hole knock-outs at the top of the cabinet.	
2	Using a flat punch or other blunt object, tap the four knock-outs at each corner of the cabinet to open the holes.	
3	Place the worksurface upside-down on the shipping carton and position each cabinet on top of the workbench.	
<b>Note:</b> Make sure that the opening of the cabinet faces the <i>front</i> of the worksurface. Most worksurfaces are stamped with a "Front" marker.		
4	From inside the open drawer area of the cabinet, align the hole patterns of the cabinet with the pre-drilled hole patterns in the worksurface.	
5	Insert four 5/16" x 1 1/4" Hex Flange screws down through the inside of the cabinet and into the worksurface. Tightly secure.	
6	To install the Stringer (or Bottom Shelf), align the hole patterns of the Stringer (or Bottom Shelf) with the inner two hole patterns of the Cabinet(s).	
7	Insert two 5/16" Hex Head bolts through the Stringer (or 1/4" - 20 Hex Head bolts for Bottom Shelf) and into the two inside hole patterns of the Cabinet(s). Secure with two Kep nuts.	

## Attaching Hanging Drawer to Worksurface

Step	Action	(Not shown)
1	Remove the drawer from the assembly to access the hole patterns from the bottom of the drawer area.	
2	With the worksurface upside-down on the shipping carton, position the Hanging Drawer onto the worksurface with the larger hole patterns facing up. These hole patterns allow you to insert a socket wrench to attach the Hanging Drawer.	
3	Insert four 5/16" x 1 1/4" Hex Flange screws down through the Hanging Drawer and into the worksurface. Tightly secure.	
4	Upright the workbench and insert the drawer.	

Figure 4 Attaching Cabinets to Worksurface



# Attaching Privacy Panel

The Privacy Panel is installed *behind* the Cabinets, Legs, or Cabinet/Leg configuration. Depending on your configuration, the Privacy Panel includes a Mounting Bracket for attaching the Privacy Panel to Lista legs and/or Cabinets, or a Privacy Extension Panel for attaching the Privacy Panel to Technical Legs.

Step	Action	(Refer to Figure 5 and Figure 6)
1a	<b>For Technical Legs:</b> Position the Privacy Extension Panel ① against the outside of the Leg(s) with the centered tab aligned with the small hole in the Leg. Secure from inside the Leg with three #10 Phillips Head Self-Tapping screws (2 in top; 1 on centered tab of the Panel).	
1b	<b>For Lista Legs or Cabinets:</b> Secure the Mounting Bracket ② to the back of the Leg or Cabinet with two Self-Tapping Sheet Metal screws. Make sure that the flange points toward to center (inside) of the worksurface.	
2	Position the Privacy Panel ③ so that the lances drop down into the notches of the Privacy Extension Panel ① (for Technical Legs) and/or Mounting Bracket ② (for Lista Legs or Cabinets).	

Figure 5 Privacy Panel

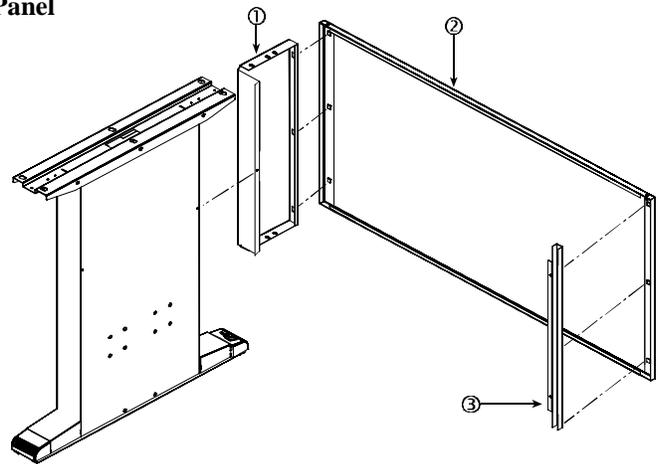
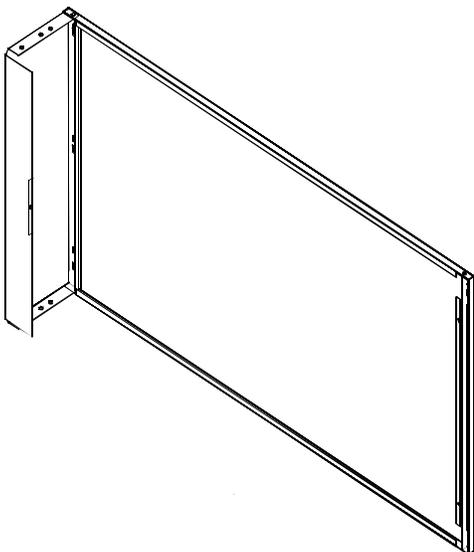


Figure 6 Privacy Panel (Completed View)

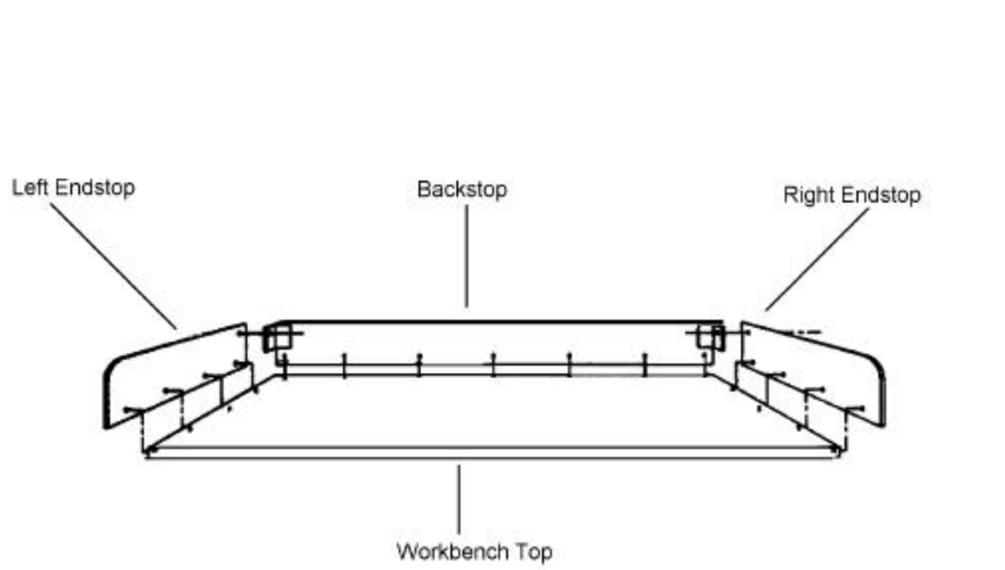


## Attaching the Endstops and Backstop

This section provides step-by-step instructions for attaching Endstops and Backstops to your worksurface. Use a #12 (.185" or 4.7mm) drill bit to drill the pilot holes.

Attaching the Endstops		
Step	Action	(Refer to Figure 7)
1	Align the left Endstop so that it is flush with the bottom and rear edges of the worksurface.	
2	Scribe pilot-hole locations for the Endstop's screw holes on the side of the worksurface. Mark the center of the scribed location with a Center Punch to ensure an exact center.	
3	Drill holes 3/16" in diameter by 1" deep (using a #12 drill bit) through each scribed hole location.	
4	Mount the left Endstop with the #14 - 1/4" x 3/4" Slotted Hex Head screws.	
5	Repeat the Steps 1 through 4 for the right Endstop.	
Attaching the Backstops		
Step	Action	(Refer to Figure 7)
1	The Backstop has two 90° flanges. Bolt each flange to the Endstop using the two 1/4" - 20 x 1/2" Round Head screws and two 1/4" - 20 Kep nuts for each flange.	
2	With the Backstop in place, drill pilot holes 3/16" in diameter by 1" deep (using a #12 drill bit) through the screw holes.	
3	Secure the Backstop to the work surface using the #14 - 1/4" x 3/4" Slotted Hex Head screws.	
<p><b>Note: If you are only attaching a Plain Backstop (with no Endstops or flanged edges), hold the Backstop flush with the bottom rear edge of the worksurface. Scribe pilot-hole locations for the Backstop's screw holes and mark the center with a Center Punch. Drill pilot holes 3/16" in diameter by 1" deep. Attach the Backstop using #14 - 1/4" x 3/4" Slotted Hex Head screws.</b></p>		

Figure 7 Backstop and Endstops Assembly



## Attaching Riser Shelves

The following sections provide step-by-step instructions for attaching the Instrument Riser Shelf, Stationary Riser Shelf, and an Adjustable Riser Shelf. The Riser Shelf can include a Full Rear Panel which not only prevents items from falling off the back of the worksurface, but also provides stability for Lista and Plastic Shelves. If you choose not to install a Full Rear Panel, Lista includes a Backstop with the Lista and Plastic Shelves to provide added stability to the shelf. Refer to page 10 for instructions on attaching the Backstop.

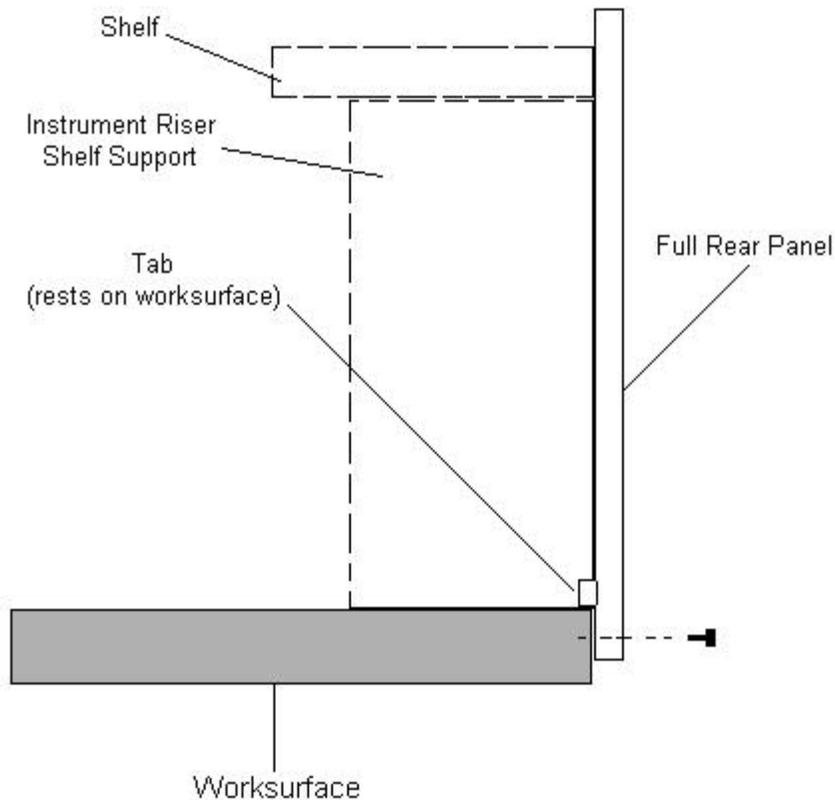
Note: If you purchased *FlexWorks* accessories, refer to the assembly instructions for the “*Flexworks* Accessory System,” document number MD001A3.

### Attaching the Instrument Riser Shelf

If you purchased the Full Rear Panel option with the Instrument Riser Shelf, attach the Full Rear Panel first, as shown in Figure 8.

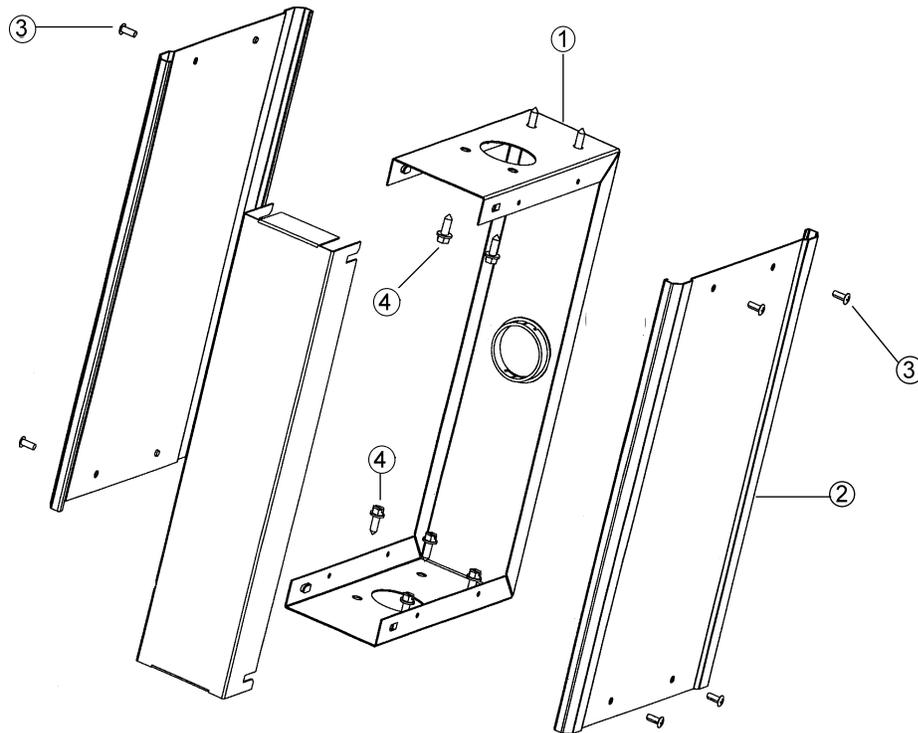
<b>Attaching the Full Rear Panel (Optional)</b>		
Step	Action	(Refer to Figure 8)
1	Position the Full Rear Panel against the back of the worksurface so that the Tab rests on the worksurface. Scribe the hole locations. Remove the Full Rear Panel and mark the center of the scribed location with a Center Punch to ensure an exact center.	
2	Drill holes 3/16” in diameter by 1” deep (using a #12 drill bit) through each scribed hole location.	
3	Mount the Full Rear Panel to the workbench using #14 - 1/4” x 3/4” Slotted Hex Head screws.	

**Figure 8 Instrument Riser Full Rear Panel (optional)**



Attaching the Instrument Riser Shelf Supports to the Worksurface		
Step	Action	(Refer to Figure 9)
1	Remove the side panels ② from the Shelf Supports ① by unscrewing the #10 - 24 x ¼" Phillips Head Round screws ③.	
2	Place the Shelf Supports ① onto the desired locations of the worksurface. <b>Note: If you have attached the optional Full Rear Panel, align the large diameter holes in the Full Rear Panel with the holes in the back of each Instrument Riser Shelf Support. The Tabs on the Full Rear Panel will align centered with the back of the Shelf Supports. Refer to Figure 8.</b>	
3	Scribe four pilot hole locations through the holes located on the bottom of each end of the Shelf Support ①.	
3	Remove the Shelf Supports ① and using a #12 drill bit, drill eight pilot holes 3/16" in diameter by 1" deep (four holes for each Support ②).	
4	Replace the Shelf Supports ① and secure each to the worksurface with #14 - ¼" x ¾" Slotted Hex Head screws ④.	
Attaching the Instrument Riser Shelf to the Shelf Supports		
Step	Action	(Refer to Figure 9)
1	Place the Shelf onto the Shelf Supports ① at the desired location.	
2	From the inside top of each Shelf Support ①, locate and scribe four pilot-hole locations for each Support ①.	
3	Remove the shelf and using a #12 drill bit, drill the pilot holes 3/16" in diameter by 1" deep for each.	
4	Place the shelf onto the Shelf Supports ① so that the hole patterns are aligned.	
5	Secure the Shelf Supports ① to the Shelf using #14 - ¼" x ¾" Slotted Hex Head screws ④.	
6	Replace the Side Panels ② on each Shelf Support ① with #10 - 24 x ¼" Phillips Head Round screws ③.	

Figure 9 Instrument Riser Shelf Support Assembly

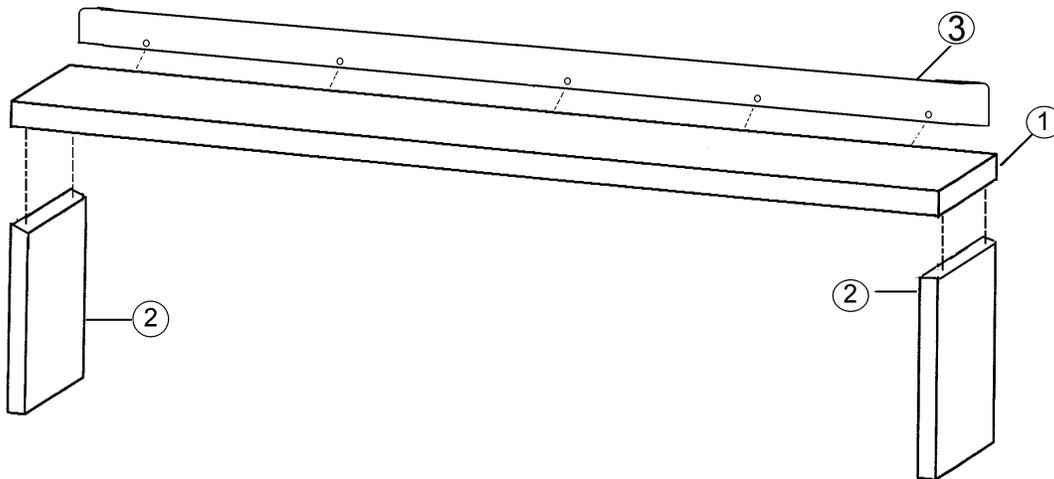


## Attaching the Stationary Riser Shelf

Lista provides two types of rear panels for the Stationary Riser Shelf: Partial and Full. The Partial Rear Panel is mounted to the worksurface and back of the Stationary Riser Shelf to provide added support to the shelf and to prevent items from rolling off the top of the shelf. The Full Rear Panel extends from the top of the worksurface to above the shelf to provide support and to prevent items from falling off the back of the workbench and shelf.

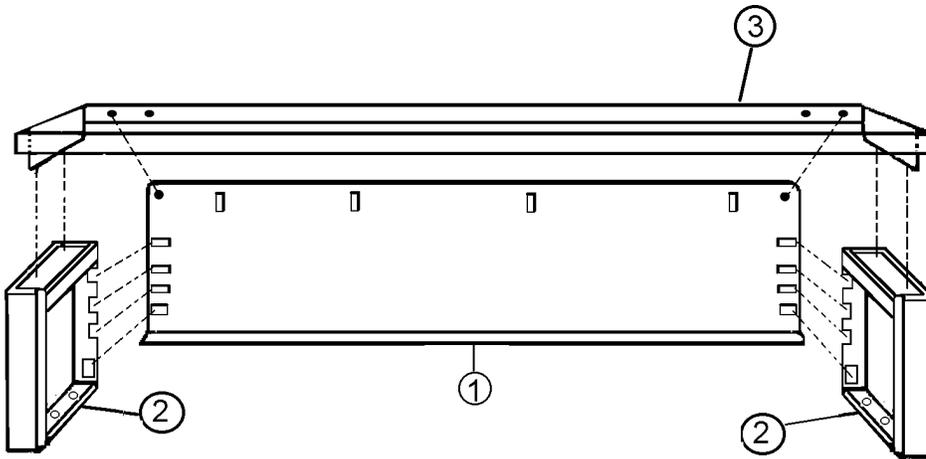
Assembling the Stationary Riser Shelf with a Partial Rear Panel		
Step	Action	(Refer to Figure 10)
1	Place the Riser Shelf ① upside-down on worksurface.	
2	Align the End Panels ② over the ends of the Riser Shelf ① and snap down into position. Rotate the assembly so that the back of the End Panels ② are facing up.	
3	Place the Partial Rear Panel ③ with the tabs facing down, just below the Riser Shelf ①. Slide the Partial Rear Panel ③ into position until the two holes at each end are aligned. Secure the Partial Rear Panel to the Riser Shelf ① and End Panels ② using 1/4" - 20 x 1/2" Phillips Head Round screws and 1/4" - 20 Kep nuts.	

Figure 10 Stationary Riser Shelf (Partial Rear Panel)



Assembling the Stationary Riser Shelf with the Full Rear Panel		
Step	Action	(Refer to Figure 11)
1	Lay the Full Rear Panel ① down (with the flange facing <i>up</i> ) on your work surface.	
2	Place the Side Panel ② down on the Full Rear Panel ① so that the bottom rectangular cutout on the End Panel ② fits over the tab nearest the flange on the Full Rear Panel ①.	
<b>Note: When placing the End Panels onto the Full Rear Panel, make sure you have the correct End Panel. The Flat-finished sides of the End Panels should face the outside. All notches and holes should face the back.</b>		
3	Rotate the End Panel ② so that it is flush with the edge of the Full Rear Panel ①. Make sure the tabs of the Full Rear Panel ① fit into the slots of the End Panel ②. Repeat Steps 2 and 3 for the other End Panel ②.	
4	Upright the Full Rear Panel ① with the End Panels ② attached on your work surface.	
5	Place the Shelf ③ over the End Panels ② and align the shelf's connector brackets so that they slide down and snap into the channels in the End Panels ②. Make sure the back of the shelf ③ fits securely into the tabs on the Full Rear Panel ①.	
Attaching the Stationary Riser Shelf to the Workbench		
Step	Action	(Not Shown)
1	Place the assembly onto the desired location of the worksurface. Scribe pilot hole locations through the two larger holes at the bottom of each bracket.	
2	Move the assembly and drill pilot holes 3/16" in diameter by 1/2" deep.	
3	Secure the assembly to the worksurface with 1/4 x 3/4" sheet metal screws.	

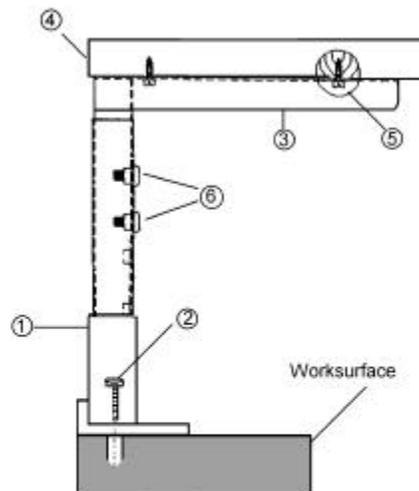
Figure 11 Stationary Riser Shelf (Full Rear Panel)



## Attaching the Adjustable Riser Shelf

<b>Attaching the Foot Mounting Plates to the Worksurface</b>	
Step	Action <span style="float: right;">(Refer to Figure 12)</span>
1	Place the Foot Mounting Plates ① on the worksurface at the desired location.
<b>Note: If you are mounting the Adjustable Riser Shelf onto a Maple worksurface, the edge of the Foot Mounting Plates must be a minimum of 1" from the edge of the Maple worksurface.</b>	
2	Using the Foot Mounting Plates ① as templates, scribe four pilot-hole locations (two for each Foot Mounting Plate). Mark the center of the holes with a Center Punch.
3	Remove the Foot Mounting Plates ① and drill the holes 1 ¼" deep using a #7 drill bit.
4	Place the Foot Mounting Plates ① onto the worksurface and align the hole patterns. Insert two 5/16" x 1¼" Hex Flange screws ② through the Mounting Plates ① and into the worksurface to secure.
<b>Attaching the Shelf to the L-Brackets</b>	
Step	Action
1	Slide the two L-Brackets ③ down into the Foot Mounting Plates ①.
2	Place the Shelf ④ on top of the L-Brackets ③ and mark the hole locations on the bottom of the Shelf ④. Use a Center Punch to mark the precise center of the pilot hole.
3	Remove the Shelf ④ and place it upside down on your work surface. Drill pilot holes 1 ¼" deep (two for each L-Bracket) into the Shelf ④ using a #12 drill bit.
4	Attach the L-Brackets ③ to the Shelf ④ using four #14 - ¼" x ¾" Slotted Hex Head screws ⑤ (two for each L-Bracket).
5	Insert the Shelf/L-Bracket assembly (③ and ④) into the Foot Mounting Plates ① and adjust to the desired height. Insert two 5/16" - 18 x ¾" Pan Head screws ⑥ into the L-Brackets ③ to hold the Shelf ④ at the desired height.

**Figure 12 Adjustable Riser Shelf (Side View)**



# Drilling Specifications for Non-Lista Worksurfaces

The following sections provide step-by-step instructions for attaching legs and cabinets to non-Lista worksurfaces. These instructions are guidelines for informational purpose only to ensure that the Lista Stringer fits properly. For specific drilling requirements, refer to the manufacturer’s instructions for the worksurface you purchased.

## Attaching Legs and/or Cabinets

Use the following instructions as guidelines for attaching legs manufactured by Lista to your worksurface. Failure to follow these instructions may result in the Lista Stringer not fitting properly.

<b>Attaching the Legs</b>		
<b>Step</b>	<b>Action</b>	<b>(Refer to Figure 13)</b>
1	Place the worksurface upside-down onto the corrugated cardboard (shipping carton) to protect the surface.	
2	For each leg, mark two lines (front to back, parallel to the side edge) on the underside of the worksurface as follows: <ul style="list-style-type: none"> <li>• Line 1 should be 1” from the edge of the worksurface</li> <li>• Line 2 should be 3.75” from the edge of the worksurface</li> </ul>	
3	Place the leg so that the marked lines are visible through the six hole patterns in the leg and so that the first (front) hole pattern is the following distance from the front of the worksurface: <ul style="list-style-type: none"> <li>• Bullnose worksurface = 3”</li> <li>• Square nose worksurface = 2.5”</li> </ul>	
4	Mark the exact center of each hole (six total) using a center punch.	
5	Remove the leg and drill 1.25” deep pilot-holes using the following size drill bits: <ul style="list-style-type: none"> <li>• #7 for Maple, Plastic and Lista worksurfaces</li> </ul>	
6	Secure the leg to the worksurface using six 5/16" x 1 ¼" Hex Flange screws.	
7	Repeat Steps 2 through 6 for additional leg.	
<b>Attaching the Cabinets</b>		
<b>Step</b>	<b>Action</b>	<b>(Not Shown)</b>
1	Place the worksurface upside-down onto the corrugated cardboard (shipping carton) to protect the surface.	
2	Remove the drawer(s) from the cabinet to access the hole patterns in the top of the drawer cavity.	
3	Using a flat punch or other blunt object, tap the four knockouts at each corner of the cabinet to open the holes.	
4	Align the cabinet so that the edge is 1.5” from the edge of the worksurface. The front of the cabinet should be the following distance from the front of the worksurface: <ul style="list-style-type: none"> <li>• Bullnose worksurface = .75”</li> <li>• Square nose worksurface = 5/16”</li> </ul>	
5	Mark the exact center of each hole (four total) using a center punch.	
6	Remove the cabinet and drill 1.25” deep pilot holes using the following size drill bits: <ul style="list-style-type: none"> <li>• #7 for Maple, Plastic and Lista worksurfaces</li> </ul>	
7	Secure the cabinet to the worksurface using 5/16" x 1 ¼" Hex Flange screws.	
8	Repeat Steps 2 through 8 for additional cabinet.	

Figure 13 Drilling Specifications for non-Lista Worksurfaces

