

Owner's Information Manual

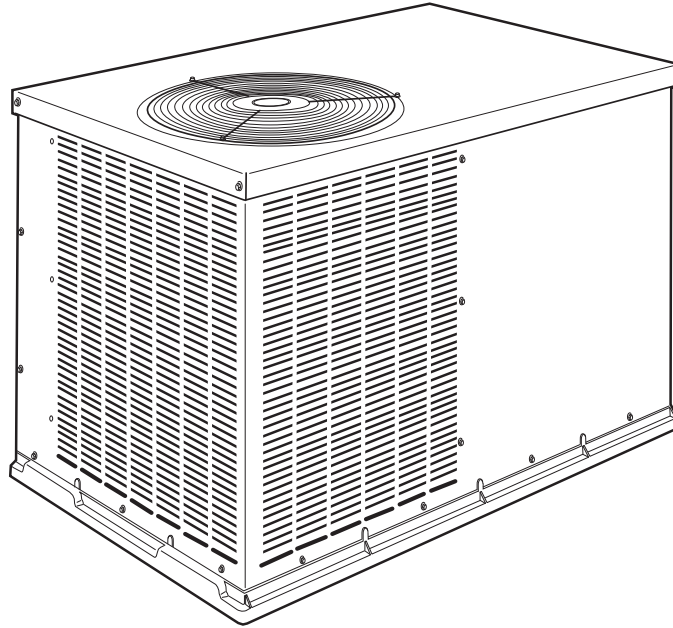


Fig. 1 - Unit PA3Z

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NOTE TO EQUIPMENT OWNER:

For your convenience, please record the model and serial numbers of your new equipment in the spaces provided. This information, along with the installation data and dealer contact information, will be helpful should your system require maintenance or service.

UNIT INFORMATION

Model # _____

Serial # _____

ACCESSORIES (List type of model #)

INSTALLATION INFORMATION

Date Installed _____

DEALERSHIP CONTACT INFORMATION

Company Name _____

Address _____

Phone Number _____

Technician Name _____


NOTE TO INSTALLER:

This manual must be left with the equipment owner.

SAFETY CONSIDERATIONS


Installation and servicing of this equipment can be hazardous due to mechanical and electrical components. Only trained and qualified personnel should install, repair, or service this equipment. Untrained personnel can perform basic maintenance functions such as cleaning and replacing air filters. All other operations must be performed by trained service personnel. When working on this equipment, observe precautions in the literature, on tags, and on labels attached to or shipped with the unit and other safety precautions that may apply.

Follow all safety codes. Installation must be in compliance with local and national building codes. Wear safety glasses, protective clothing, and work gloves. Have fire extinguisher available. Read these instructions thoroughly and follow all warnings or cautions included in literature and attached to the unit.

Recognize safety information. This is the safety-alert symbol  When you see this symbol on the unit and in instructions or manuals, be alert to the potential for personal injury.

Understand these signal words: DANGER, WARNING, and CAUTION. These words are used with the safety-alert symbol. DANGER identifies the most serious hazards which **will** result in severe personal injury or death. WARNING signifies hazards which **could** result in personal injury or death. CAUTION is used to identify unsafe practices which **may** result in minor personal injury or product and property damage. NOTE is used to highlight suggestions which **will** result in enhanced installation, reliability, or operation.


NOTE: Installer: This manual should be left with the equipment user.

 **WARNING**

ELECTRICAL SHOCK AND OPERATION HAZARD

Failure to follow this warning could result in personal injury, death or property damage.

Do not use this unit if any part has been underwater. Immediately call a qualified service technician to inspect the unit and to replace any part of the control system which has been underwater.

 **WARNING**

ELECTRICAL SHOCK AND CUT HAZARD

Failure to follow this warning could result in personal injury, death or property damage.

When removing access panels or performing maintenance functions inside your unit, be aware of sharp sheet metal parts and screws. Although special care is taken to reduce sharp edges to a minimum, be extremely careful when handling parts or reaching into the unit.

TO START UNIT:

1. Turn on the electrical power supply to the unit.
2. Select temperature and set system switch to desired mode.

TO SHUT OFF UNIT:

NOTE: If the unit is being shut down because of a malfunction, call your dealer as soon as possible.

1. Set the temperature switch to OFF.
2. Turn off the electrical power supply to unit.

ROUTINE MAINTENANCE


All routine maintenance should be handled by skilled, experienced personnel. Your dealer can help you establish a standard procedure.

For your safety, keep the unit area clear and free of combustible materials, gasoline, and other flammable liquids and vapors.

To assure proper functioning of the unit, flow of condenser air must not be obstructed from reaching the unit. Clearance from the top of the unit is 48 in. (1219 mm). Clearance of at least 36 in. (914 mm) is required on sides except the power entry side (42 in. [1067 mm] clearance) and the duct side (12 in. [305 mm] minimum clearance).

Maintenance and Care for the Equipment Owner

Before proceeding with those things you might want to maintain yourself, please carefully consider the following:

 **WARNING**

FIRE, EXPLOSION, ELECTRICAL SHOCK AND CUT HAZARD

Failure to follow this warning could result in personal injury, death or property damage.

1. TURN OFF ELECTRICAL POWER TO YOUR UNIT BEFORE SERVICING OR PERFORMING MAINTENANCE.
2. When removing access panels or performing maintenance functions inside your unit, be aware of sharp sheet metal parts and screws. Although special care is taken to reduce sharp edges to a minimum, be extremely careful when handling parts or reaching into the unit.

Air Filters

The air filter(s) should be checked every 3 or 4 weeks and changed or cleaned whenever it becomes dirty. Dirty filters produce excessive stress on the blower motor and can cause the motor to overheat and shut down.

This unit must have air filters in place before it can be operated. These filters can be located in one of at least two places. In many applications, the installer will provide return air filter grilles mounted on the wall or ceiling of the conditioned structure. In the instance of filter grilles, the filters can simply be removed from the grille and replaced.


The other typical application is an accessory filter rack installed inside the unit itself. The following information is given to assist in changing filters used in these internal filter racks.

Table 1 indicates the correct indoor filter size for your unit.

Table 1 – Indoor Air Filter Data

Unit Size	Filter Size
024–036	24x24x1 (610x610x25 mm)
042–060	30x30x1 (762x762x25 mm)

If you have difficulty locating your air filter(s) or have questions concerning proper filter maintenance, contact your dealer for instructions. When replacing filters, always use the same size and type of filter that was supplied, originally, by the installer.

 **CAUTION**

UNIT OPERATION HAZARD

Failure to follow this caution may result in property damage.

Never operate your unit without filters in place. An accumulation of dust and lint on internal parts of your unit can cause loss of efficiency.

Fans and Fan Motors

Periodically check the condition of fan wheels and housings and fan-motor shaft bearings. No lubrication of condenser-or evaporator-fan bearings or motors is required or recommended.

Indoor and Outdoor Coils

Cleaning of the coils should only be done by qualified service personnel. Contact your dealer for the required annual maintenance.

Condensate Drain

The drain pan and condensate drain line should be checked and cleaned at the same time the cooling coils are checked by your dealer.

Compressor

All compressors are factory shipped with a normal charge of the correct type of refrigeration grade oil in them and should rarely require additional oil.

Condenser Fan

⚠ WARNING

PERSONAL INJURY AND UNIT DAMAGE HAZARD

Failure to follow this warning could result in personal injury, death or property damage.

Do not insert sticks, screwdrivers, or any other object into revolving fan blades.

The fan must be kept free of all obstructions to ensure proper cooling. Contact your dealer for any required service.

Electrical Controls and Wiring

Electrical controls are difficult to check without proper instrumentation. If there are any discrepancies in the operating cycle, contact your local dealer and request service.

Refrigerant Circuit

The refrigerant circuit is difficult to check for leaks without the proper equipment. If inadequate cooling is suspected, contact your local dealer for service.

⚠ WARNING

EXPLOSION AND ENVIRONMENTAL HAZARD

Failure to follow this warning could result in personal injury, death or property damage.

System under pressure. Relieve pressure and recover all refrigerant before system repair or final unit disposal. Use all service ports and open all flow-control devices, including solenoid valves.

Unit Panels

After performing any maintenance or service on the unit, be sure all panels are fastened securely in place to prevent rain from entering unit cabinet and to prevent disruption of the correct unit airflow pattern.

REGULAR DEALER MAINTENANCE

In addition to the type of routine maintenance you might be willing to perform, your unit should be inspected regularly by a properly trained service technician. An inspection (preferably each year, but at least every other year) should include the following:

1. Inspection and, if required, cleaning of the indoor coil condensate drain.
2. Inspection and, if required, cleaning of the evaporator drain pan.

3. Inspection and cleaning of blower wheel housing and motor.
4. Inspection of all supply-air and return-air ducts for leaks, obstructions, and insulation integrity. Any problems found should be resolved at this time.
5. Inspection of the unit base to ensure that no cracks, gaps, etc., exist which may cause a hazardous condition.
6. Inspection of the unit casing for signs of deterioration.
7. Inspection of all electrical wiring and components to ensure proper connection.
8. Inspection for leaks in the refrigerant circuit. Pressure-temperature check to determine appropriate refrigerant charge.
9. Operational check of the unit to determine working conditions. Repair or adjustment should be made at this time.

Your servicing dealer may offer an economical service contract that covers seasonal inspections. Ask for further details.

Complete service instructions can be found in the unit Installation, Start-up and Service Instructions.

Warranty Certificate

Your PA3Z unit has a limited warranty. Be sure to read the warranty carefully to determine the coverage for your unit.

Before you call for service...

...check for several easily-solved problems.

If insufficient heating or cooling is suspected:

- () Check for sufficient airflow.
- () Check the air filter for dirt.
- () Check for blocked return-air or supply-air grilles. Be sure they are open and unobstructed. If these checks do not reveal the cause, call your servicing dealer.

If your unit is not operating at all, check the following list for easy solutions:

- () Check to be sure that your thermostat temperature selector is set below the indoor temperature during the cooling season. Be sure the SYSTEM switch or MODE control is in the COOL position and not in the OFF position.
- () If your unit still fails to operate, call your servicing dealer for troubleshooting and repairs. Specify the model and serial numbers of your unit. (Record them in this manual in the space provided.) If the dealer knows exactly which unit you have, he may be able to offer suggestions over the phone, or save valuable time through knowledgeable preparation for the service call.

In Case of Trouble

If you perform the steps above and unit performance is still unsatisfactory, shut off the unit and call your dealer.

