

ARLEC

PORTABLE AIR CONDITIONER

Instruction Manual

PA1201GB



Important! Please read these instructions carefully

Due to continuous research and development the specifications herein are subject to change without notice.

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SAFETY INSTRUCTIONS

Please read carefully and keep the manual in a safe place for future reference before using the machine.

- This unit is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, unless they have been given supervision or instruction concerning use of the appliance by a person responsible for their safety. Children should be supervised to ensure that they do not play with the appliance.
- Children should be supervised to ensure that they do not play with the appliance.
- DO NOT operate the unit with a damaged plug or loose wall outlet. If the supply cord is damaged, it must be replaced by the manufacturer, its service agent or similarly qualified persons to avoid a hazard.
- DO NOT connect the unit unless it is completely assembled.
- DO NOT rest heavy objects on to the unit.
- DO NOT tilt the unit. Always keep the unit in upright position and on a flat/ stable surface, where it cannot be easily fall over.
- DO NOT pull or carry the appliance by the power cord. This may cause a portion of the core wire to break, which may cause overheating or fire.
- DO NOT run the power cord under carpeting and rugs.
- DO NOT cover or obstruct the air inlet or outlet grilles.
- DO NOT use the device in the following cases
 - Near a fire source
- In areas where gasoline, paint or other flammable goods are stored
- In an area where the water can be projected
- In a wet room, such as a bathroom or laundry
- Before cleaning the unit, switch it OFF and disconnect the power plug or turn the breaker OFF. This may cause injury, since the fan inside rotates at high speeds during operation
- DO NOT touch the plug or device by wet hands or bare feet.
- DO NOT insert or allow foreign objects to enter the grille openings as this may cause damage to the unit and/or user.
- DO NOT turn the breaker OFF/ON or disconnect/ connect the power plug during operation. This may create sparks, which can cause fire.
- This appliance has been manufactured for domestic environments in door use only and should not be used for other purpose
- DO NOT use an extension cord with this unit
- The supplier is not liable for injury caused to person or property damage due to non-compliance with maintenance instruction, improper use of the appliance or not use genuine part from official supplier. If service is needed contact an authorized service agent
- When the unit will be unused for a long time, disconnect the power plug or turn the breaker OFF
- ALWAYS unplug the unit from the mains before maintenance or cleaning
- ALWAYS keep a clearance of at least 200mm from walls furniture and curtains

ELECTRICAL CONNECTIONS

Before you plug the appliance into the mains socket, check the following:

- The appliance shall be installed in accordance with national wiring regulations.
- Power rating of the mains wall socket is adequate for the appliance, check the value indicated on the product rating label placed on back of the unit.
- Mains wall socket is properly earthed.

PLEASE NOTE: Failure to follow these important safety instructions absolves the manufacturer of all liability.

ENERGY SAVING TIPS

- Use the unit in the recommended room size of up to 24m² (assuming standard 2.4m ceiling height).

- Do not locate the air conditioner where furniture or other objects can obstruct the air flow.
- Keep blinds/curtains closed during the sunniest part of the day.
- Close the fireplace damper, floor and/ or wall registers, so cool air does not escape through the chimney or duct work.
- Keep the air filter clean. Under normal conditions, the filters should be cleaned approximately every 30 days. Since the filters remove airborne particles, more frequent cleaning maybe necessary, depending on the indoor air quality.
- Set the unit to maximum cooling and high speed ventilation for the initial startup, then adjust the unit down to a more comfortable setting as required.

Important information for correct disposal of the product in accordance with EC Directive 2002/96/EC.

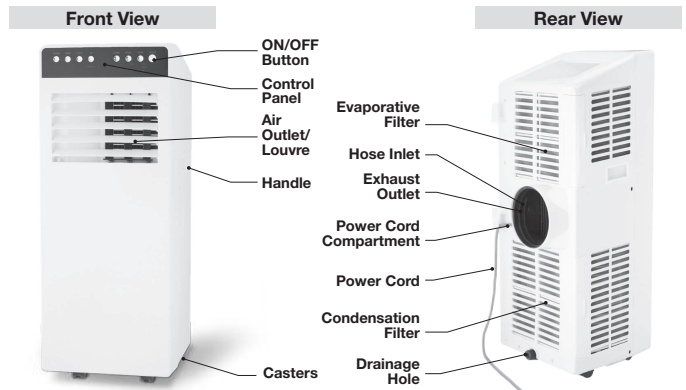
At the end of its working life, the product must not be disposed of as urban waste. It must be taken to a special local authority differentiated waste collection centre or to a dealer providing this service. Disposing of a household appliance separately avoids possible negative consequences for the environment and health deriving from inappropriate disposal and enables the constituent materials to be recovered to obtain significant savings in energy

and resources. As a reminder of the need to dispose of household appliances separately, the product is marked with a crossed-out wheeled dustbin.

DISPOSAL OF THE UNIT

As required by Regulations, prior to disposing of this air conditioner the refrigerant gas contained in this unit **MUST** be removed and disposed of via a licensed refrigeration mechanic. Please contact your local air conditioning service centre to arrange for proper gas removal and disposal.

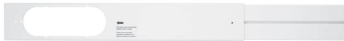
IDENTIFICATION



Accessories



Exhaust Hose



Sliding Window Kit (Optional – Not included)



Hose Outlet (Optional – Not included)



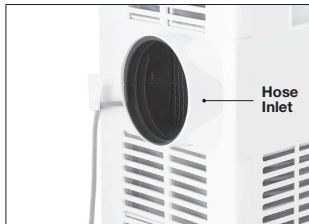
Remote Control

INSTALLATION

Please Note: Selection of Installation Place

- Install the unit on a flat and dry place.
- Leave at least 50cm space around the Unit (when the hose is not connected).

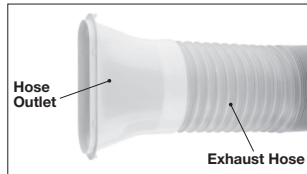
1. The hose inlet is embedded at the back of the air conditioner.



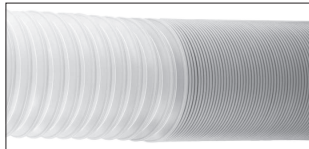
hose can be extended from 310mm to 1.5mm long (approx). However, it is recommended to use the shortest possible length.

NOTE: Pull one end of the exhaust hose apart by several threads before you attempt to fix it with hose inlet/outlet.

4. (Optional Accessories – Not provided with the unit) Connect the hose outlet to the other end of the exhaust hose by turning it in a counter clockwise direction. Place the exhaust hose securely on the moulded threads of the hose outlet.



2. This air conditioner is required to have the exhaust hose fitted over the hose inlet. Pull few threads of the exhaust hose.



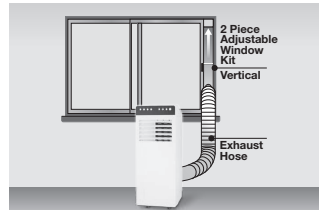
3. Fix the exhaust hose to the moulded threads on hose inlet by turning it in a counter-clockwise direction. The exhaust

- Insert the screw into the closest available hole on the edge of the kit to hold it in position.
- Partially close the window to hold together the window adaptor kit securely.
- Insert the hose outlet into the window adaptor and clip it into place.

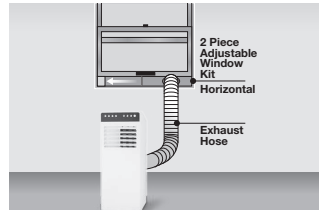
NOTE:

- Free access of exhaust pipe is important, ensure air in exhaust pipe can run smoothly, installation errors will bring bad influence of machine.
- Extreme length of unfolding exhaust pipe is 1500mm, please shorten the length as much as possible and keep it level as much as possible when installing.
- Place the machine on flat ground, and keep it far from around things at least 50cm.
- Make sure the socket can be reached from machine location.
- Keep the machine stand upright so that compressor can work well.
- Make sure free access of air-inlet and air-outlet.

Vertical Installation



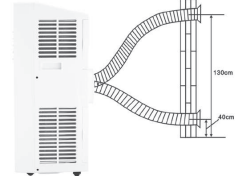
Horizontal Installation



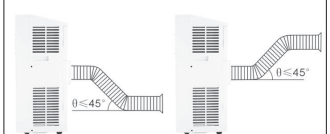
- Don't use spraying agent (such as pesticides, paint) or other flammable materials, otherwise plastic deformation, or even electric damage of the machine may be caused.
- Avoid exhaust-pipe with sharp bend.

Please Note: Mounting Illustrations

Mounting in the Wall



Correct Bending



Wrong Bending

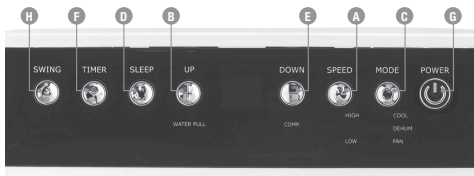


WARNING: Prevent any bow or bend in the middle of the hose, as this will trap hot exhaust air, which will radiate into the room and cause the unit to shut off automatically (Due to overheating).

IMPORTANT: The hose length has been specifically designed for this product. Do not replace or increase the length of the hose with attachments. If the venting of the exhaust air is inhibited in any way the unit may overheat and shut off.

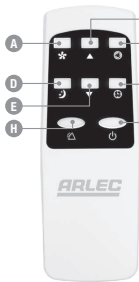
CONTROL PANEL

- A Fan Speed Button
- B Increment Button (Timer/ Temperature)
- C Mode Selection Button
- D Sleep Mode Button
- E Decrement Button (Timer/ Temperature)
- F Timer Button
- G Power ON/OFF Button
- H Swing



REMOTE CONTROL

- A Fan Speed Button
- B Increment Button (Timer/ Temperature)
- C Mode Selection Button
- D Sleep Mode Button
- E Decrement Button (Timer/ Temperature)
- F Timer Button
- G Power ON/OFF Button
- H Timer Button



- The remote-control unit requires 2 x 1.5V AAA Alkaline batteries.
- Please remove the plastic isolation piece inside battery cover plate slot when you use it for first time.
- You can use the remote-control unit when the distance between the air conditioner and the remote is less than five meter. Make sure the deviation of Remote is less than 30°.
- The remote controller has all the same functions as the buttons on the control panel of the unit.
- To use the remote-control unit, make sure that unit is plugged into the mains supply, then point the remote to the sensor located at the control panel and press the desired button.
- The remote-control unit operating range is 5m. Make sure there are no obstacles between the remote and the sensor.

OPERATION

The beep sound will be heard every time when the button is pressed on keypad display or remote handset.

POWER ON/OFF BUTTON

To power the unit, ensure that the power plug is plugged into an appropriate 240V a.c receptacle and switch power on at the wall outlet.

Once the power is applied the unit will beep and the display will come up indicating the temperature of the room, the unit will be in standby mode.

Press the Power ON button **G** and the unit will start operating in the last selected settings.

IMPORTANT! To prolong the life of the compressor, wait for at least 3 minutes before turning on the unit, after it has been switched off.

Never turn the air conditioner off by unplugging from the mains wall outlet. Always use the **POWER ON/OFF** button to turn off the unit and then wait for few minutes before unplugging the mains power cord.

MODE SELECTION BUTTON

COOLING MODE

When the unit is default value is cooling mode with 22° and low fan speed.

- Press the **MODE** button on the control panel or remote **C** repeatedly until the green LED light next to the **COOL** mode icon lights on the display. This indicates the unit is set in cool mode.
- Press the **UP/DOWN** button on the control panel or remote **A**/**E** to set the room temperature as desired between 16°C to 31°C (60.8°F to 87.8°F). The temperature will increase/decrease by 1°C each time **UP/DOWN** button is pressed.
- Press the **FAN** speed button on control panel or remote **A** to change the fan speed from Low to High and the corresponding LED indicator will light up on control panel.

FAN MODE

- Press the **MODE** button repeatedly on control panel or remote **C** until the green LED light next to the **FAN** mode icon lights up on the display.
- Press the **FAN** button to change the fan speed from LOW to HIGH and the speed indicator will change on the display panel to the selected fan speed settings as shown below.

Note: in Fan mode, temperature and sleeping function will be disabled.

DEHUMIDIFYING MODE

- Press the **MODE** button repeatedly on the control panel until the green LED light next to the **DEHUM** icon lights on the display. Or by press **C** on remote control to active.
- In dehumidifying mode fan speed is pre-set in low mode. Speed button, temperature and sleep function is not available. The temperature cannot be set either.

Note: Dry mode cannot be used to cool the room, it is ideal to reduce room humidity.

* See water drainage section to drain the condensate (water) in the unit.

SLEEP MODE

- When the unit is operating in cool mode, by pressing the sleep mode button the unit will enter sleep mode.
- During sleep mode, the fan speed will be adjusted to low speed and the corresponding low speed icon will light up on the keypad display and the speed can't be adjusted during this time.
- The set temperature will increase by 1° after one hours since the time unit has entered in sleep mode. The unit will continue to operate at the new set temperature for next one hours and then again increase the set temperature by 1°. The final setting temperature will be the same after unit automatically increase set temperature twice.
- **Note: Sleeping mode is invalid under dehumidifying and fan mode. Under water drainage is full, machine will change to standby mode and sleeping mode will be cancelled.**

TIMER BUTTON

Timer function is used to set the ON or OFF time of the unit. This function can be set using the control panel or remote. The duration of timer is from 1Hr to 24Hrs, the timer is incremented in steps of 1Hr every time.

TIMER ON: Setting only when it is OFF

This function is used to start the unit after a specific time interval.

To set the ON Time:

- To start, ensure the unit is connected to mains supply and the supply switch is turned ON.
- Press the **TIMER** button on the control panel or remote **F** and the corresponding green light next to the Timer Mode icon will glow. Also, the Timer count will be displayed on the display screen.
- Set the time (between 1Hr to 24Hrs) after which you want the unit to be turned ON using the **UP/DOWN** button **A**/**E** on the remote or control panel.
- Once the time is selected, the corresponding time will blink for 5 times on the display and the count is stored in the memory.
- The unit will start operating once the pre-set time is elapsed.
- To cancel the timer setting, press the **TIMER** button **F** again and push timer button continuously to count the timer back to "0".

TIMER OFF: Setting only when it is RUNNING

This function is used to turn OFF the unit after a specific time interval.

To set the OFF time:

- To turn-off the operating unit after certain duration of time interval press the **TIMER** button on the control panel or remote **F**.
- Set the time after which you want the unit to be turned OFF using the **UP/DOWN** button **A**/**E** on control panel or remote.
- Set the time (between 1Hr to 24Hrs) after which you want the unit to be turned OFF using the **UP/DOWN** button **A**/**E** on the remote or control panel.
- Once the time is selected, the corresponding time will blink for 5 times on the display and the count is stored in the memory.
- The unit will be turned OFF when the pre-set time is reached and will be in standby mode.
- To cancel the timer setting, press the **TIMER** button **F** again on the control panel or remote and by using **UP/DOWN** button **A**/**E** bring back the timer count back to "0".

Note: In an event of power failure the timer needs to be reprogrammed.

PLUG WIRING

These safety instructions should be read carefully and kept in safe place for future reference.

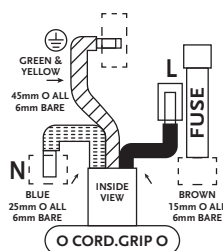
The appliance is fitted with a plug that complies with BS1363.

Wires colour code as below:

Brown – Live
Blue – Neutral
Yellow & Green – Earth

If the appliance is fitted with a 2-core cable it is double insulated and will not have the Earth (Yellow & Green) wire.

IT IS ESSENTIAL THAT THE WIRES ARE ATTACHED ONLY TO THEIR DESIGNATED POSITION IN THE PLUG AS SHOWN .



Plug must also be fitted with a genuine BS1362 approved fuse with the below rating which is dependent on the rated wattage of the product.

Fuse Rating	Rated Power
3A	Up to 700W
5A	Up to 1150W
13A	Up to 3000W

NOTE: The plug is incorporated with a 13Amp fuse.

SAFETY FEATURES

FROST PROTECTION FUNCTION (LOW TEMPERATURE)

The unit is fitted with a frost protection device to avoid excessive formation of ice during Cooling, Dry or Sleep mode. The unit will start automatically when defrosting process is completed.

OVERFLOW PROTECTION FUNCTION

When water in the water pan exceeds the warning level, the machine will automatically sound an alarm, and the "FULL" indicator light will flash. At this point, you need to move the drainage pipe connecting the machine or the water outlet to a suitable drainage area to empty the water (For details, refer to the Drainage Instructions section in the instructions). After the water is emptied, the machine will automatically return to the original state.

PROTECTION FUNCTION OF THE COMPRESSOR

To increase the service life of the compressor, it has a 3-minute delay booting protection function after the compressor is turned off.

WATER DRAINAGE

This product has a self-evaporative system. The condensing water will be recycled to cool the condenser. This not only improves cooling efficiency, but also saves energy.

But in case if the internal vessel fills up, then the compressor will stop working and the corresponding LED indicator light will light up next to "Water Full" icon on the control panel. Refer to the below mentioned steps for manual water drainage. Turn OFF the power from the unit and remove the plug from the mains socket. Following procedures below to remove water condensation.



1. Unplug the unit from power source.
2. Place a shallow pan under the lower drain plug.
3. Remove the drain cap located on back side at the bottom of the unit.
4. Water will drain out and collect in the shallow pan.
5. After the water is drained, replace the lower drain plug firmly.

You can now turn on the unit. The machine will run normally.

NOTE:

- Keep the drainage cap and the water plug securely for later use.
- During drainage, the unit can be tilted slightly backwards to undergo the drainage process smoothly.
- If the water container cannot hold all the water, before the water container is full, insert the water outlet with the water plug as soon as possible to prevent any spill of water on the carpet or floor area.
- When the water is discharged, insert the water plug, and tighten the drainage cover.
- If the water full alarm is often on, there may be some malfunction. Contact the service centre for advice/ help/service. Alternatively, in extreme humidity in tropical zones, the unit may not be able to evaporate the condensing water effectively, in this instance, follow the same procedure for dehumidifying.

MAINTENANCE

Prior to maintenance and servicing of the unit, turn off the power and unplug the plug to avoid electric shocks.

SURFACE CLEANING

- Please pull out plug before cleaning.
- Use soft semi-dry cloth to clean the machine. Don't use chemical agents, such as benzene, alcohol, gasoline and so on. Otherwise the machine surface will be damaged, or even the machine itself.
- Don't spatter water into the machine.

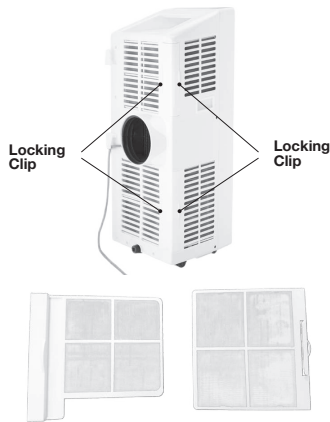
CLEANING THE INTAKE GRILLES AND EVAP FILTER

If the filter screen is clogged with dust, and the effectiveness of the air conditioning is reduced, be sure to clean the filter screen once every week of operation.

Clean the upper filter screen frame:

1. Detach the filter by holding the locking clip and pushing it outwards.
2. Once the filter assembly is taken out from the assembly. Remove the filter frame place inside the assembly. Please apply minimum force during the process as the filter frame nets are delicate in design.
3. Use vacuum cleaner to remove the dust from the filter frame. If the frame is very dusty; place it in the warm water under 40°C or 104°F to which neutral detergent is added for cleaning and then dry them in the shade. Rinse the filter and dry it in a shaded place.

NOTE: Don't run the machine without filters. Do not damage the mesh fabric on the filter frame and filter mesh.



SEASON CLEANING

If the machine will not be used for a long time.

1. Pull the drain cap out, drain the water in the water tray to another vessel that holds water.
2. Ensure the tilt angle of the unit shall not be greater than 30 degrees.
3. Start the unit, turn the mode to the low fan speed state of the air supply mode, keep this state for half a day and will dry the interior of the unit to prevent mold.
4. Turn off the unit, unplug the power plug, wrap the power cord, install the water plug and drain cap.
5. Remove the heat exhaust duct assembly and keep it properly.
6. Clean and dry filters, then reinstall them.
7. Pack the air-conditioner properly with soft plastic bag to protect from dust. Put the unit in a dry place, away from direct sunlight.
8. Keep the unit out of the reach of children.
9. Take out the batteries of the remote control and keep it properly.

Note: Ensure that the unit is put in a dry place. All accessories of the unit should be stored in a secure place.

TROUBLE SHOOTING

PROBLEM	CAUSE	SOLUTION
The unit does not come ON.	Unit not plugged in.	Make sure the plug is pushed in completely and power switch is switched ON.
	Internal safety device has operated.	Wait for 30mins and try again.
	Wall socket is not working.	Check with another working wall socket.
	Battery in the remote control need to be replaced.	Change remote batteries.
	Water-full indicator turns on.	Drain water out.
Machine auto-restarts frequently	Direct sunlight	Draw the curtains
	Door and windows are open, many heat sources in the room.	Close the door and windows, move out heat sources.
	Filters are too dirty.	Clean or replace filters
	Air-inlet or air-outlet is blocked	Remove blockage
Unit works for a short time only.	Bends or kinks in the air Exhaust Hose.	Position the hose properly, keeping it as short as possible with no bends.
	Air outlet/inlet grilles are blocked.	Visual inspect the unit to make sure no foreign material is obstruction the airflow.
Unit does not cool the room.	Room size too large.	Unit is suitable for a room size of 24m ² with a standard ceiling height of 2.4m.
	Direct sunlight onto the unit.	Close curtains and pull down blinds.
	Windows or doors open.	Close doors and windows.
	Another heat source in the room.	Eliminate all other heat sources.
	Outlet duct venting the hot air properly.	Adjust the hose properly so that there is no back flow of hot air in the room.
	Room temperature below your selected temperature.	Adjust the room temperature.
Unit is too noisy.	Unit placed on a hard surface causing it to vibrate.	A soft carpeted surface may absorb excessive vibration.
The unit does not operate for about three minutes after it is restarted.	This is for the safety of the compressor which prevents the unit from being restarted until three minutes have elapsed since it was last turned off.	This is part of normal operation.

SPECIFICATIONS

MODEL PA1201GB

Voltage/Frequency	220-240V~ 50Hz
Refrigerant/Charge	R410A/0.400Kg. 0.835 tonnes CO2 equivalent Ra410A global warming potential (GWP) is 2088
Cooling Capacity	12000BTU/h (3.51kW)
Rated Input Power	1340W
Timer	1-24 Hr
Air Flow	380m³/h
Dimensions	370mm(D) X 830mm(H) X 325mm(W)

WARRANTY

Products are protected by warranty against manufacturing defects for a period of 12 months from the date of purchase or delivery, including against defects in production, materials and workmanship.

In the event of a problem with the product within the warranty period please return it to your nearest store. If the item is shown to have an inherent defect present at the time of sale the store will, at its discretion, provide you with a replacement. If we are unable to repair or replace a defective product, we will refund the purchase price of the defective product in part or in full.

This warranty does not cover the product where the fault is due to you or any third parties misuse, abuse, neglect, use in contravention of any oral or written instructions as to the storage, installation, commissioning, use or maintenance of the product, or where the product has been the subject of unauthorised modifications or alterations without our prior written consent, including the use of unauthorised spares, or has been the subject of commercial use. For the avoidance of doubt, the exclusions in this paragraph apply to any defect arising as a result of fair wear and tear, willful damage, negligence or abnormal working conditions, or where products differ from their description as a result of changes made to ensure they comply with applicable statutory or regulatory standards.

The terms of this warranty shall apply to any repaired or replacement product we supply and the 12 month warranty period is treated as continuing as if the repaired or replacement product was supplied at the original date of purchase.

Your statutory rights remain unaffected and nothing in this warranty shall limit or exclude our liability for any rights you have under the Consumer Rights Act 2015. If any part of this warranty is deemed unenforceable (including any exclusion of liability) the enforceability of any other parts of this warranty will not be affected.

Please retain for future reference.



The packaging material is recyclable. Dispose of the packaging in an environmentally friendly manner and make it available for the recyclable material collection-service.



Dispose of the product in an environmentally friendly manner when you decide to part with it. This device should not be disposed of with household waste. Dispose of it at a recycling centre, check with your local authority or retailer for recycling advice. Please note that all products with this symbol must be recycled.

ARLEC

Arlec Electrical Company Limited

Arlec's telephone number, address and email address are:

Customer Service Toll Free: 0800 112 0275

Unit 18, Cromwell Business Park, Howard Way, Newport Pagnell
Buckinghamshire, MK16 9QS.

Email: custservice@arlec.co.uk

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