



**SAFETY MANUAL**

**BG-Series**

Thru-the-Wall A/C

# Safety Precautions

## Read Safety Precautions Before Operation and Installation

**Incorrect installation due to ignoring instructions can cause serious damage or injury.**



### WARNING

1. Installation (Space)
  - That the installation of pipe-work shall be kept to a minimum.
  - That pipe-work shall be protected from physical damage.
  - Where refrigerant pipes shall be compliance with national gas regulations.
  - That mechanical connections shall be accessible for maintenance purposes.
  - In cases that require mechanical ventilation, ventilation openings shall be kept clear of obstruction.
  - When disposing of the product is used, be based on national regulations, properly processed.
2. Servicing
  - Any person who is involved with working on or breaking into a refrigerant circuit should hold a current valid certificate from an industry-accredited assessment authority, which authorises their competence to handle refrigerants safely in accordance with an industry recognised assessment specification.
3. Maintenance and repair requiring the assistance of other skilled personnel shall be carried out under the supervision of the person competent in the use of flammable refrigerants.
4. Do not use means to accelerate the defrosting process or to clean, other than those recommended by the manufacturer.
5. The appliance shall be stored in a room without continuously operating ignition sources (for example: open flames, an operating gas appliance or an operating electric heater)
6. Be more careful that foreign matter (oil, water, etc) does not enter the piping. Also, when storing the piping, securely seal the opening by pinching, taping, etc.
7. Do not pierce or burn.
8. Be aware that refrigerants may not contain an odour.
9. All working procedure that affects safety means shall only be carried by competent persons.
10. Appliance shall be stored in a well-ventilated area where the room size corresponds to the room area as specified for operation.
11. The appliance shall be stored so as to prevent mechanical damage from occurring.
12. Joints shall be tested with detection equipment with a capability of 5 g/year of refrigerant or better, with the equipment in standstill and under operation or under a pressure of at least these standstill or operation conditions after installation. Detachable joints shall **NOT** be used in the indoor side of the unit (brazed, welded joint could be used).
13. When a FLAMMABLE REFRIGERANT is used, the requirements for installation space of appliance and /or ventilation requirements are determined according to
  - the mass charge amount (M) used in the appliance,
  - the installation location,
  - the type of ventilation of the location or of the appliance.

The maximum charge in a room shall be in accordance with the following:

$$m_{\max} = 2,5 \times (\text{LFL})^{(5/4)} \times h_0 \times (A)^{1/2}$$

or the required minimum floor area  $A_{\min}$  to install an appliance with refrigerant charge  $M(\text{kg})$  shall be in accordance with following:

$$A_{\min} = (M / (2,5 \times (\text{LFL})^{(5/4)} \times h_0))^2$$

Where.

$m_{\max}$  is the allowable maximum charge in a room, in kg;

$M$  is the refrigerant charge amount in appliance, in kg;

$A_{\min}$  is the required minimum room area, in  $\text{m}^2$ ;

$A$  is the room area, in  $\text{m}^2$ ;

$\text{LFL}$  is the lower flammable limit, in  $\text{kg}/\text{m}^3$ ;

$h_0$  is the release height, the vertical distance in metres from the floor to the point of release when the appliance is installed;

$h_0 = (h_{\text{inst}} + h_{\text{rel}})$  or 0,6 m whichever is higher

$h_{\text{rel}}$  is the release offset in metres from the bottom of the appliance to the point of release

$h_{\text{inst}}$  is the installed height in metres of the unit

**Reference installed heights are given below:**

0.0 m for portable and floor mounted;

1.0m for window mounted;

1.8m for wall mounted;

2.2m for ceiling mounted;

If the minimum installed height given by the manufacturer is higher than the reference installed height, then in addition  $A_{\min}$  and  $m_{\max}$  for the reference installed height have to be given by the manufacturer. An appliance may have multiple reference installed heights. In this case,  $A_{\min}$  and  $m_{\max}$  calculations shall be provided for all applicable reference installed heights.

For appliances serving one or more rooms with an air duct system, the lowest opening of the duct connection to each conditioned space or any opening of the indoor unit greater than  $5 \text{ cm}^2$ , at the lowest position to the space, shall be used for  $h_0$ . However,  $h_0$  shall not be less than 0,6 m.  $A_{\min}$  shall be calculated as a function of the opening heights of the duct to the spaces and the refrigerant charge for the spaces where leaked refrigerant may flow to, considering where the unit is located. All spaces shall have a floor area more than  $A_{\min}$ .

**NOTE 1** This formula cannot be used for refrigerants lighter than 42 kg/kmol.

**NOTE 2** Some examples of the results of the calculations according to the above formula are given in Tables 1-1 and 1-2.

**NOTE 3** For factory sealed appliances, the nameplate on the unit itself marked the refrigerant charge can be used to calculate  $A_{min}$ .

**NOTE 4** For field charged products, calculation of  $A_{min}$  can be based on the installed refrigerant charge not to exceed the factory specified maximum refrigerant charge.

The maximum charge in a room and the required minimum floor area to install an appliance, please refer to the "Owner's Manual & Installation Manual" of the unit. For specific information on the type of gas and the amount, please refer to the relevant label on the unit itself

Table.1-1 **Max Refrigerant Charge (kg)**

Refrigerant Type	LFL(kg/m <sup>3</sup> )	Installation Height H0(m)	Floor Area (m <sup>2</sup> )						
			4	7	10	15	20	30	50
<b>R32</b>	0.306	0.6	0.68	0.90	1.08	1.32	1.53	1.87	2.41
		1.0	1.14	1.51	1.80	2.20	2.54	3.12	4.02
		1.8	2.05	2.71	3.24	3.97	4.58	5.61	7.24
		2.2	2.50	3.31	3.96	4.85	5.60	6.86	8.85
		0.6	0.05	0.07	0.08	0.10	0.11	0.14	0.18
<b>R290</b>	0.038	1.0	0.08	0.11	0.13	0.16	0.19	0.23	0.30
		1.8	0.15	0.20	0.24	0.29	0.34	0.41	0.53
		2.2	0.18	0.24	0.29	0.36	0.41	0.51	0.65

Table.1-2 **Min. Room Area (m<sup>2</sup>)**

Refrigerant Type	LFL(kg/m <sup>3</sup> )	Installation Height H0(m)	Charge Amount in kg Minimum Room Area (m <sup>2</sup> )						
			1.224kg	1.836kg	2.448kg	3.672kg	4.896kg	6.12kg	7.956kg
<b>R32</b>	0.306	0.6		29	51	116	206	321	543
		1.0		10	19	42	74	116	196
		1.8		3	6	13	23	36	60
		2.2		2	4	9	15	24	40
		0.6		0.152kg	0.228kg	0.304kg	0.456kg	0.608kg	0.76kg
<b>R290</b>	0.038	0.6		82	146	328	584	912	1541
		1.0		30	53	118	210	328	555
		1.8		9	16	36	65	101	171
		2.2		6	11	24	43	68	115

# Information Servicing

## 1. Checks to the area

Prior to beginning work on systems containing flammable refrigerants, safety checks are necessary to ensure that the risk of ignition is minimised. For repair to the refrigerating system, the following precautions shall be complied with prior to conducting work on the system.

## 2. Work procedure

Works shall be undertaken under a controlled procedure so as to minimise the risk of a flammable gas or vapour being present while the work is being performed.

Technical personnel in charge of operation, supervision, maintenance of air-conditioning systems shall be adequately instructed and competent with respect to their tasks.

Works shall be undertaken with appropriate tools only (In case of uncertainty, please consult the manufacturer of the tools for use with flammable refrigerants)

## 3. General work area

All maintenance staff and others working in the local area shall be instructed on the nature of work being carried out. Work in confined spaces shall be avoided. The area around the work space shall be sectioned off. Ensure that the conditions within the area have been made safe by control of flammable material.

## 4. Checking for presence of refrigerant

The area shall be checked with an appropriate refrigerant detector prior to and during work, to ensure the technician is aware of potentially flammable atmospheres. Ensure that the leak detection equipment being used is suitable for use with flammable refrigerants, i.e. no sparking, adequately sealed or intrinsically safe.

## 5. Presence of fire extinguisher

If any hot work is to be conducted on the refrigeration equipment or any associated parts, appropriate fire extinguishing equipment shall be available to hand. Have a dry power or CO<sub>2</sub> fire extinguisher adjacent to the charging area.

## 6. No ignition sources

No person carrying out work in relation to a refrigeration system which involves exposing any pipe work that contains or has contained flammable refrigerant shall use any sources of ignition in such a manner that it may lead to the risk of fire or explosion. All possible ignition sources, including cigarette smoking, should be kept sufficiently far away from the site of installation, repairing, removing and disposal, during which flammable refrigerant can possibly be released to the surrounding space. Prior to work taking place, the area around the equipment is to be surveyed to make sure that there are no flammable hazards or ignition risks. "NO SMOKING" signs shall be displayed.

## 7. Ventilated area

Ensure that the area is in the open or that it is adequately ventilated before breaking into the system or conducting any hot work. A degree of ventilation shall continue during the period that the work is carried out. The ventilation should safely disperse any released refrigerant and preferably expel it externally into the atmosphere.

## 8. Checks to the refrigeration equipment

Where electrical components are being changed, they shall be fit for the purpose and to the correct specification. At all times the manufacturer's maintenance and service guidelines shall be followed. If in doubt consult the manufacturer's technical department for assistance. The following checks shall be applied to installations using flammable refrigerants:

- the charge size is in accordance with the room size within which the refrigerant containing parts are installed;
- the ventilation machinery and outlets are operating adequately and are not obstructed;
- if an indirect refrigerating circuit is being used, the secondary circuits shall be checked for the presence of refrigerant; marking to the equipment continues to be visible and legible.
- marking and signs that are illegible shall be corrected;
- refrigeration pipe or components are installed in a position where they are unlikely to be exposed to any substance which may corrode refrigerant containing components, unless the components are constructed of materials which are inherently resistant to being corroded or are suitably protected against being so corroded.

## 9. Checks to electrical devices

Repair and maintenance to electrical components shall include initial safety checks and component inspection procedures. If a fault exists that could compromise safety, then no electrical supply shall be connected to the circuit until it is satisfactorily dealt with. If the fault cannot be corrected immediately but it is necessary to continue operation, and adequate temporary solution shall be used. This shall be reported to the owner of the equipment so all parties are advised.

### Initial safety checks shall include:

- that capacitors are discharged: this shall be done in a safe manner to avoid possibility of sparking
- that there no live electrical components and wiring are exposed while charging, recovering or purging the system;
- that there is continuity of earth bonding.

## 10. Repairs to sealed components

10.1 During repairs to sealed components, all electrical supplies shall be disconnected from the equipment being worked upon prior to any removal of sealed covers, etc. If it is absolutely necessary to have an electrical supply to equipment during servicing, then a permanently operating form of leak detection shall be located at the most critical point to warn of a potentially hazardous situation.

10.2 Particular attention shall be paid to the following to ensure that by working on electrical components, the casing is not altered in such a way that the level of protection is affected. This shall include damage to cables, excessive number of connections, terminals not made to original specification, damage to seals, incorrect fitting of glands, etc.

- Ensure that apparatus is mounted securely.
- Ensure that seals or sealing materials have not degraded such that they no longer serve the purpose of preventing the ingress of flammable atmospheres. Replacement parts shall be in accordance with the manufacturer's specifications.

**NOTE:** The use of silicon sealant may inhibit the effectiveness of some types of leak detection equipment. Intrinsically safe components do not have to be isolated prior to working on them.

### **11. Repair to intrinsically safe components**

Do not apply any permanent inductive or capacitance loads to the circuit without ensuring that this will not exceed the permissible voltage and current permitted for the equipment in use. Intrinsically safe components are the only types that can be worked on while live in the presence of a flammable atmosphere. The test apparatus shall be at the correct rating.

Replace components only with parts specified by the manufacturer. Other parts may result in the ignition of refrigerant in the atmosphere from a leak.

### **12. Cabling**

Check that cabling will not be subject to wear, corrosion, excessive pressure, vibration, sharp edges or any other adverse environmental effects. The check shall also take into account the effects of aging or continual vibration from sources such as compressors or fans.

### **13. Detection of flammable refrigerants**

Under no circumstances shall potential sources of ignition be used in the searching for or detection of refrigerant leaks. A halide torch (or any other detector using a naked flame) shall not be used.

### **14. Leak detection methods**

The following leak detection methods are deemed acceptable for systems containing flammable refrigerants. Electronic leak detectors shall be used to detect flammable refrigerants, but the sensitivity may not be adequate, or may need re-calibration. (Detection equipment shall be calibrated in a refrigerant-free area.) Ensure that the detector is not a potential source of ignition and is suitable for the refrigerant. Leak detection equipment shall be set at a percentage of the LFL of the refrigerant and shall be calibrated to the refrigerant employed and the appropriate percentage of gas (25% maximum) is confirmed. Leak detection fluids are suitable for use with most refrigerants but the use of detergents containing chlorine shall be avoided as the chlorine may react with the refrigerant and corrode the copper pipe-work.

If a leak is suspected, all naked flames shall be removed or extinguished. If a leakage of refrigerant is found which requires brazing, all of the refrigerant shall be recovered from the system, or isolated (by means of shut off valves) in a part of the system remote from the leak. For appliances containing FLAMMABLE REFRIGERANTS, oxygen free nitrogen (OFN) shall then be purged through the system both before and during the brazing process.

### **15. Removal and evacuation**

When breaking into the refrigerant circuit to make repairs - or for any other purpose - conventional procedures shall be used. However, for FLAMMABLE REFRIGERANTS it is important that best practice is followed since flammability is a consideration. Opening of the refrigerant systems shall not be done by brazing. The following procedure shall be adhered to:

- remove refrigerant;
- purge the circuit with inert gas;
- evacuate;
- purge again with inert gas;
- open the circuit by cutting or brazing.

The refrigerant charge shall be recovered into the correct recovery cylinders. For appliances containing FLAMMABLE REFRIGERANTS, the system shall be “flushed” with OFN to render the unit safe. This process may need to be repeated several times. Compressed air or oxygen shall not be used for purging refrigerant systems.

For appliances containing FLAMMABLE REFRIGERANTS, flushing shall be achieved by breaking the vacuum in the system with OFN and continuing to fill until the working pressure is achieved, then venting to atmosphere, and finally pulling down to a vacuum. This process shall be repeated until no refrigerant is within the system. When the final OFN charge is used, the system shall be vented down to atmospheric pressure to enable work to take place. This operation is absolutely vital if brazing operations on the pipe-work are to take place.

Ensure that the outlet for the vacuum pump is not closed to any ignition sources and there is ventilation available.

## 16. Charging procedures

In addition to conventional charging procedures, the following requirements shall be followed:

- Works shall be undertaken with appropriate tools only (In case of uncertainty, please consult the manufacturer of the tools for use with flammable refrigerants)
- Ensure that contamination of different refrigerants does not occur when using charging equipment. Hoses or lines shall be as short as possible to minimize the amount of refrigerant contained in them.
- Cylinders shall be kept upright.
- Ensure that the refrigeration system is earthed prior to charging the system with refrigerant.
- Label the system when charging is complete(if not already).
- Extreme care shall be taken not to overfill the refrigeration system.
- Prior to recharging the system it shall be pressure tested with OFN. The system shall be leak tested on completion of charging but prior to commissioning. A follow up leak test shall be carried out prior to leaving the site.

## 17. Decommissioning

Before carrying out this procedure, it is essential that the technician is completely familiar with the equipment and all its detail. It is recommended good practice that all refrigerants are recovered safely or safely vented(For R290 refrigerant models). Prior to the task being carried out, an oil and refrigerant sample shall be taken.

In case analysis is required prior to re-use of reclaimed refrigerant. It is essential that electrical power is available before the task is commenced.

a) Become familiar with the equipment and its operation.

b) Isolate system electrically

c) Before attempting the procedure ensure that:

- mechanical handling equipment is available, if required, for handling refrigerant cylinders;
- all personal protective equipment is available and being used correctly;
- the recovery process is supervised at all times by a competent person;
- recovery equipment and cylinders conform to the appropriate standards.

- d) Pump down refrigerant system, if possible.
- e) If a vacuum is not possible, make a manifold so that refrigerant can be removed from various parts of the system.
- f) Make sure that cylinder is situated on the scales before recovery takes place.
- g) Start the recovery machine and operate in accordance with manufacturer's instructions.
- h) Do not overfill cylinders. (No more than 70% liquid volume. The liquid density of the refrigerant with a reference temperature of 50°C).
- i) Do not exceed the maximum working pressure of the cylinder, even temporarily.
- j) When the cylinders have been filled correctly and the process completed, make sure that the cylinders and the equipment are removed from site promptly and all isolation valves on the equipment are closed off.
- k) Recovered refrigerant shall not be charged into another refrigeration system unless it has been cleaned and checked.

### **18. Labelling**

Equipment shall be labelled stating that it has been de-commissioned and emptied of refrigerant. The label shall be dated and signed. Ensure that there are labels on the equipment stating the equipment contains flammable refrigerant.

### **19. Recovery**

When removing refrigerant from a system, either for service or decommissioning, it is recommended good practice that all refrigerants are removed safely.

When transferring refrigerant into cylinders, ensure that only appropriate refrigerant recovery cylinders are employed. Ensure that the correct numbers of cylinders for holding the total system charge are available. All cylinders to be used are designated for the recovered refrigerant and labelled for that refrigerant (i.e. special cylinders for the recovery of refrigerant). Cylinders shall be complete with pressure relief valve and associated shut-off valves in good working order.

Empty recovery cylinders are evacuated and, if possible, cooled before recovery occurs. The recovery equipment shall be in good working order with a set of instructions concerning the equipment that is at hand and shall be suitable for the recovery of flammable refrigerants. In addition, a set of calibrated weighing scales shall be available and in good working order.

Hoses shall be complete with leak-free disconnect couplings and in good condition. Before using the recovery machine, check that it is in satisfactory working order, has been properly maintained and that any associated electrical components are sealed to prevent ignition in the event of a refrigerant release. Consult manufacturer if in doubt.

The recovered refrigerant shall be returned to the refrigerant supplier in the correct recovery cylinder, and the relevant Waste Transfer Note arranged. Do not mix refrigerants in recovery units and especially not in cylinders.

If compressors or compressor oils are to be removed, ensure that they have been evacuated to an acceptable level to make certain that flammable refrigerant does not remain within the lubricant. The evacuation process shall be carried out prior to re-truning the compressor to the suppliers. Only electric heating to the compressor body shall be employed to accelerate this process. When oil is drained from a system, it shall be carried out safely.

## 20. Venting of HC Refrigerant (R290)

Venting may be carried out as an alternative to recovering the refrigerant. Because HC refrigerants have no ODP and negligible GWP, under certain circumstances it may be considered acceptable to vent the refrigerant. However, if this is to be considered, it should be done in accordance with the relevant national rules or regulations, if they permit.

In particular, before venting a system, it would be necessary to:






- Ensure that legislation relating to waste material has been considered
- Ensure that environmental legislation has been considered
- Ensure that legislation addressing safety of hazardous substances is satisfied
- Venting is only carried out with systems that contain a small quantity of refrigerant, typically less than 500 g.
- Venting to inside a building is not permissible under any circumstances
- Venting must not be to a public area, or where people are unaware of the procedure taking place
- The hose must be of sufficient length and diameter such that it will extend to at least 3 m beyond the outside of the building
- The venting should only take place on the certainty that the refrigerant will not get blown back into any adjacent buildings, and that it will not migrate to a location below ground level
- The hose is made of material that is compatible for use with HC refrigerants and oil
- A device is used to raise the hose discharge at least 1 m above ground level and so that the discharge is pointed in an upwards direction (to assist with dilution)
- The end of the hose can now discharge and disperse the flammable fumes into the ambient air.
- There should not be any restriction or sharp bends within the vent-line which will hinder the ease of flow.
- There must be no sources of ignition near the hose discharge
- The hose should be regularly checked to ensure that there are no holes or kinks in it, that could lead to leakage or blocking of the passage of flow

When carrying out the venting, the flow of refrigerant should be metered using manifold gauges to a low flow rate, so as to ensure the refrigerant is well diluted. Once the refrigerant has ceased flowing, if possible, the system should be flushed out with OFN; if not, then the system should be pressurised with OFN and the venting procedure carried out two or more times, to ensure that there is minimal HC refrigerant remaining inside the system.

## 21. Transportation, marking and storage for units

1. Transport of equipment containing flammable refrigerants  
Compliance with the transport regulations
2. Marking of equipment using signs  
Compliance with local regulations
3. Disposal of equipment using flammable refrigerants  
Compliance with national regulations
4. Storage of equipment/appliances  
The storage of equipment should be in accordance with the manufacturer's instructions.
5. Storage of packed (unsold) equipment  
Storage package protection should be constructed such that mechanical damage to the equipment inside the package will not cause a leak of the refrigerant charge.  
The maximum number of pieces of equipment permitted to be stored together will be determined by local regulations.

### Explanation of symbols displayed on the indoor unit or outdoor unit

	<b>WARNING</b>	This symbol shows that this appliance used a flammable refrigerant. If the refrigerant is leaked and exposed to an external ignition source, there is a risk of fire.
	<b>CAUTION</b>	This symbol shows that the operation manual should be read carefully.
	<b>CAUTION</b>	This symbol shows that a service personnel should be handling this equipment with reference to the installation manual.
	<b>CAUTION</b>	
	<b>CAUTION</b>	This symbol shows that information is available such as the operating manual or installation manual.



**CAUTION: Risk of fire**



**Warning: low burning velocity material**  
(For products containing R32 refrigerant comply with the IEC 60335-2-40:2018 standard only)

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Due to ongoing product improvements, specifications and dimensions are subject to change and correction without notice or incurring obligations. Determining the application and suitability for use of any product is the responsibility of the installer. Additionally, the installer is responsible for verifying dimensional data on the actual product prior to beginning any installation preparations.

Incentive and rebate programs have precise requirements as to product performance and certification. All products meet applicable regulations in effect on date of manufacture; however, certifications are not necessarily granted for the life of a product. Therefore, it is the responsibility of the applicant to determine whether a specific model qualifies for these incentive/rebate programs.

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