

Charlton®



PORTABLE AIR CONDITIONER MODEL NO: AC12000

PART NO: 3230572

OPERATION & MAINTENANCE INSTRUCTIONS



GC12/13

INTRODUCTION

Thank you for purchasing this CLARKE Portable Air Conditioner.

Before attempting to operate the machine, it is essential that you read this manual thoroughly and carefully follow all instructions given. In doing so you will ensure the safety of yourself and that of others around you, and you can also look forward to the product giving you long and satisfactory service.

GUARANTEE

This CLARKE product is guaranteed against faulty manufacture for a period of 12 months from the date of purchase. Please keep your receipt as proof of purchase.

This guarantee is invalid if the product is found to have been abused or tampered with in any way, or not used for the purpose for which it was intended.

Faulty goods should be returned to their place of purchase, no product can be returned to us without prior permission.

This guarantee does not effect your statutory rights.

ENVIRONMENTAL PROTECTION



Recycle unwanted materials instead of disposing of them as waste. All unwanted accessories and packaging should be sorted and taken to a recycling centre for disposal in a manner which is compatible with the environment.

R410A is a refrigerant that complies with EEC environmental standards. Nonetheless, the refrigerant circuit on the machine should never be punctured. At the end of its working life, consign the air conditioning unit to a special collection centre.

Through purchase of this product, the customer is taking on the obligation to deal with the WEEE in accordance with the WEEE regulations in relation to the treatment, recycling & recovery and environmentally sound disposal of the WEEE.

In effect, this means that this product must not be disposed of with general household waste. It must be disposed of according to the laws governing Waste Electrical and Electronic Equipment (WEEE) at a recognised disposal facility.

SAFETY WARNINGS



WARNING: IF THE SUPPLY CABLE IS DAMAGED, IT MUST BE REPLACED BY THE MANUFACTURER, ITS SERVICE AGENT OR SIMILARLY QUALIFIED PERSONS IN ORDER TO AVOID A HAZARD.

1. Please read these instructions carefully and retain for future reference.
2. Position the power cable so that it cannot be inadvertently pulled or pinched, and where it does not cause a trip hazard.
3. This appliance is designed to condition residential environments and must not be used for other purposes.
4. If the appliance requires repair, always contact your CLARKE dealer. Always insist on original spare parts. Repairs carried out by unauthorized persons may be dangerous and invalidate the guarantee.
5. This appliance must only be used by adults. Children should not be allowed to play with this appliance.
6. Do not use extension power cables.
7. Before cleaning or maintenance operations, always unplug the appliance from the power supply.
8. Do not move the appliance by pulling the power cable.
9. Do not install the appliance in rooms containing gas, oil or sulphur. Do not install near sources of heat.
10. Do not use the appliance on inclined surfaces.
11. Always keep the appliance at least 50 cm away from walls or furniture.
12. Keep the appliance at least 50 cm away from flammable substances (solvents etc) or pressurised containers (e.g. aerosol cans).
13. Do not rest heavy or hot objects on top of the appliance.
14. Do not use the appliance outdoors.
15. Do not obstruct or restrict the airflow to the inlet or from the air outlet.

ELECTRICAL CONNECTIONS



WARNING! Read these electrical safety instructions thoroughly before connecting the product to the mains supply.

Before switching the product on, make sure that the voltage of your electricity supply is the same as that indicated on the rating plate. This product is designed to operate on 230VAC 50Hz. Connecting it to any other power source may cause damage.

This product may be fitted with a non-rewireable plug. If it is necessary to change the fuse in the plug, the fuse cover must be refitted. If the fuse cover becomes lost or damaged, the plug must not be used until a suitable replacement is obtained.

If the plug has to be changed because it is not suitable for your socket, or due to damage, it should be cut off and a replacement fitted, following the wiring instructions shown below. The old plug must be disposed of safely, as insertion into a mains socket could cause an electrical hazard.

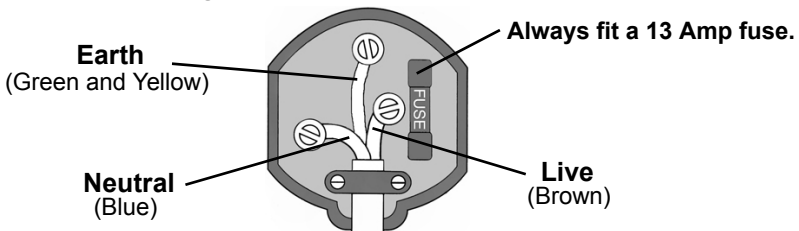


**WARNING! The wires in the power cable of this product are coloured in accordance with the following code:
Blue = Neutral Brown = Live Yellow and Green = Earth**

If the colours of the wires in the power cable of this product do not correspond with the markings on the terminals of your plug, proceed as follows.

- The wire which is coloured **Blue** must be connected to the terminal which is marked **N** or coloured **Black**.
- The wire which is coloured **Brown** must be connected to the terminal which is marked **L** or coloured **Red**.
- The wire which is coloured **Yellow and Green** must be connected to the terminal which is marked **E** or \perp or coloured **Green**.

Plug must be BS1363/A approved.

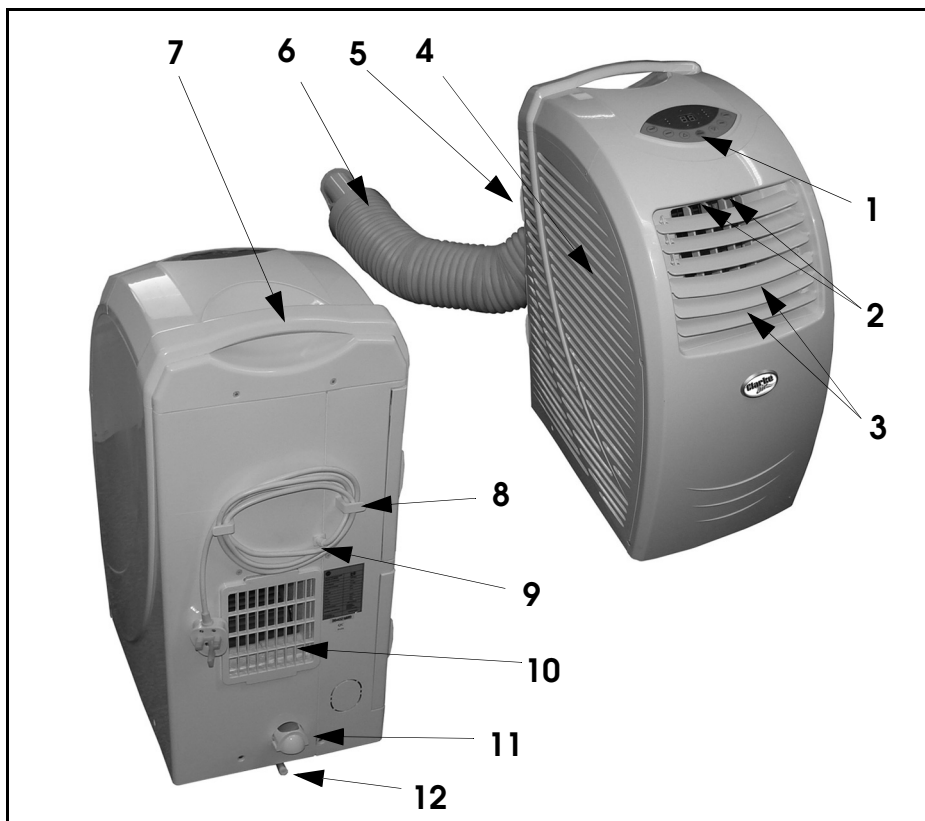


Ensure that the outer sheath of the cable is firmly held by the clamp

We strongly recommend that this machine is connected to the mains supply via a Residual Current Device (RCD)

If in any doubt, consult a qualified electrician. DO NOT attempt any repairs yourself.

OVERVIEW



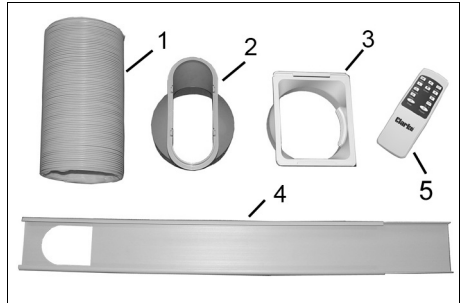
No	DESCRIPTION	No	DESCRIPTION
1	Control Panel	7	Handle
2	Vertical Louvre	8	Power Cable Storage Hook
3	Horizontal Louvre	9	Power Cable & Plug
4	Air Inlet Grille	10	Air Outlet Grill
5	Air Filter	11	Water Refill Port
6	Flexible Exhaust Duct	12	Water Drain Port

CONTENTS

Ensure the air conditioner and its components suffered no damage during transit and that all components are present. Should any loss or damage be apparent, please contact your CLARKE dealer immediately.

The following components are supplied with the unit;

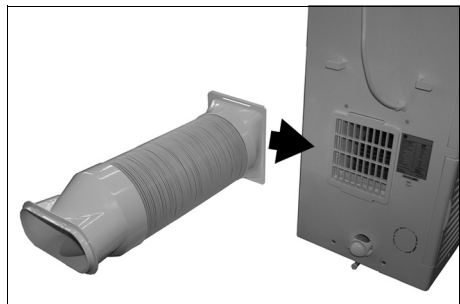
1. Flexible exhaust duct.
2. Window exhaust adaptor (flat mouth).
3. Standard exhaust adaptor (square mouth).
4. Adjustable window slider plate (2 parts).
5. Remote control unit.



INSTALLATION

IMPORTANT: Do not locate your air conditioner where it will be exposed to sources of heat as it is designed to operate at temperatures of no more than 40°C.

1. Always transport the appliance upright or resting on one side. Remember to drain the tank before moving the appliance.
 - It is recommended to wait at up to 24 hours after transporting the appliance before using it, to allow the refrigerant gasses to settle.
2. Position the unit on a level, dry surface with at least 50 cm of free air space around the unit.
3. Fit the flexible duct to the adaptor by twisting it in a clockwise direction. Similarly, fit the window exhaust adaptor to the other end of the duct.
4. Slide the square exhaust adaptor onto the exhaust terminal of the air conditioning unit.
5. Move the air conditioner into position, and extend the flexible exhaust duct to suit your window layout.

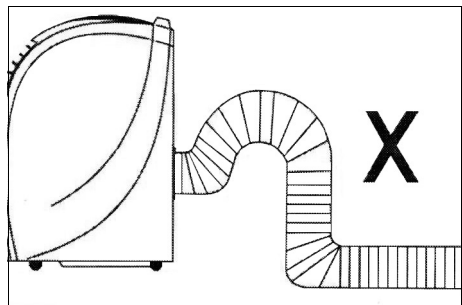
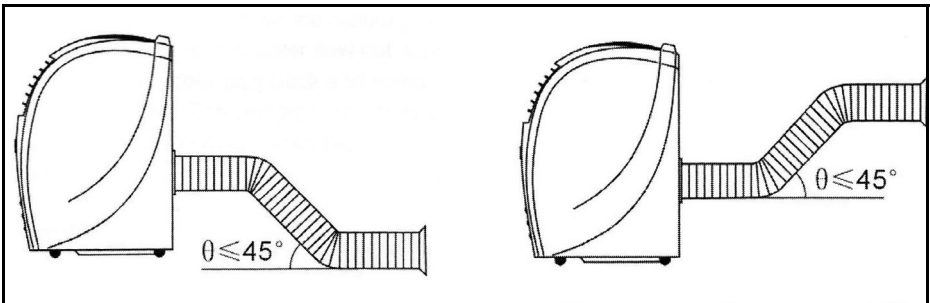
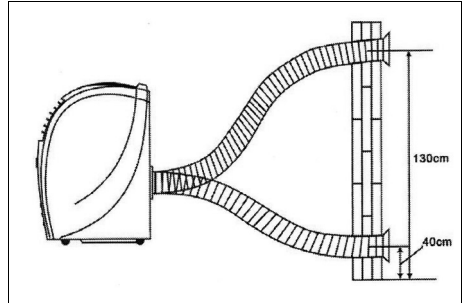


6. Pass the discharge end out of the nearest window.

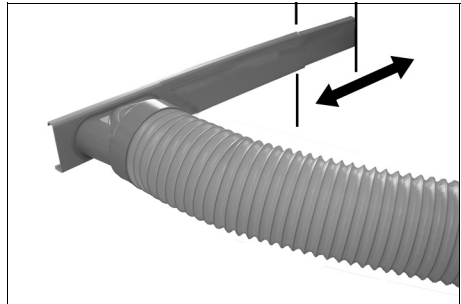
NOTE: The length of the exhaust duct is variable between 600 mm and 1700 mm (adaptors included). Using a shorter length of ducting uses less energy.

NOTE: The length of duct has been designed to suit the specification of the air conditioner. Do not use an extension or change to a different size duct as it may lead to poor performance.

7. The flexible exhaust ducting can be bent to an angle if followed by a straight section, but tight curves and kinks must always be avoided.

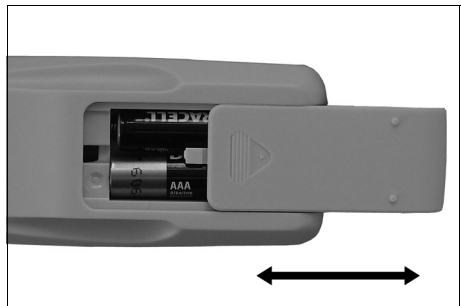


8. The window slider plate is designed to fit most standard vertical sash type and horizontal sliding windows. However, it may be necessary for you to adapt the installation procedure for various other types of window.

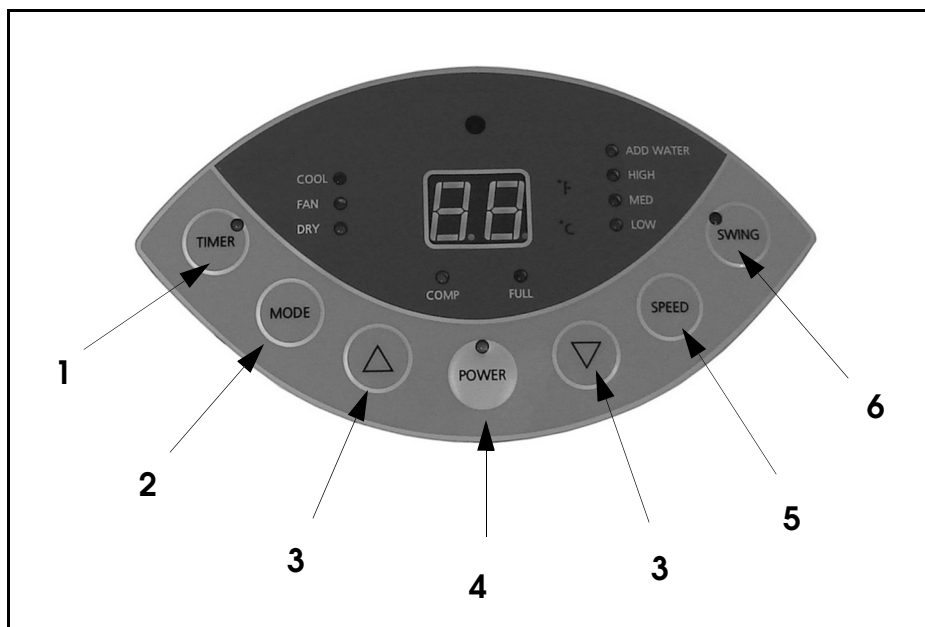


9. Extend the two parts of the window slider and fit into the window opening, below or beside the window panel. Secure in position by closing the window, or if not secure, wedge or otherwise secure the window slider plate so that it cannot fall out.



10. Fit two AAA size batteries to the remote control unit by sliding the battery cover away and installing the batteries to face in opposing directions as indicated by the graphic inside the unit.



PANEL CONTROL



The control panel has the following buttons:

1. **TIMER:** Press this button to enter the time-setting mode.
2. **MODE:** Press this button to select COOL, DRY or FAN mode.
3. **UP/DOWN:** Press the   UP or DOWN buttons to set the temperature or adjust the time in the TIMER mode. When setting Timer-on and Timer-off, press these two buttons to adjust the time of starting or shutting off. Press these buttons to switch from Celsius to Fahrenheit display.
4. **POWER:** Press this button to turn the unit on & off.
5. **SPEED:** Press this button to select high, medium or low speed. When the machine is in FAN mode, press this button for 5 seconds, and the unit will switch to DRY mode. To stop drying, press for another 5 seconds.
6. **SWING:** Press this button to make the vertical louvre swing automatically from side to side. Press it again to stop the swing.

REMOTE CONTROL

The remote control incorporates the following controls:

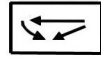
The POWER button turns the unit on or off.



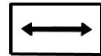
The TIMER button sets the timer.



The SWING button makes the vertical louvre swing automatically from side to side.



Switches between degrees Celsius to degrees Fahrenheit.



Selects the COOLING mode.



Selects the DRYING mode.



Selects FAN mode.



Press either the UP or DOWN button to set the temperature or adjust the time in TIMER mode.



Selects the **high** fan speed.



Selects the **medium** fan speed.



Selects the **low** fan speed.



Sets the energy saving mode only in COOL. The set temperature is 27°C in COOL mode. The fan speed will be low. This is a pre-set mode which cannot be modified.



OPERATION








SETTING THE TIMER

1. Press the TIMER button when the unit is on. The LED display will flash five times.
2. During this period, press the Up or Down button to adjust the set time from 0.5 hour to 24 hour.
 - It will increase or decrease 0.5 hour each time up to 3 hour, and by 1 hour each time hereafter. The set time display will flash 5 times after adjusting. Then it will return to displaying the temperature again. Once the set time ends, the unit will turn off automatically.
3. When the unit is not running, the same procedure applies. Once the set time duration ends, the unit will turn on automatically.

CHANGING THE SET TIME

1. When the timer is in use, you can check the time remaining by pressing the timer button. The display will flash 5 times.
2. Press the up or down button to adjust the set time duration. The set time can also be cancelled if you press the timer button during the flashing display period.

SETTING COOLING MODE

1. Press MODE button  to choose COOLING mode.
2. Press the Up/Down button   to set a true room temperature.
 - The range is 18-30°C (64-86°F), the temperature will increase or decrease 1°C or 1°F each time.
3. Press the speed buttons    to choose a fan speed.
4. Press the swing button or  to set the vertical louvre moving from side to side. Adjust the position of the horizontal louvre by hand.

SETTING DRYING MODE

1. Press mode button on the panel or  to choose DRY mode.

2. Set the fan speed to **Low** and the LED will display the room temperature. These elements cannot be adjusted.

GENERAL OPERATION

1. Set the fan speed switch to high and the thermostat to the coolest position for the initial startup, then set the fan switch to low and lower the thermostat to a comfortable setting.
2. Keep the filters clean. (See Maintenance). Under typical conditions, the filters should be cleaned approximately every 30 days of use. Since the filters capture airborne particles, more frequent cleaning may be necessary in areas of poor air quality.
3. If the room is exposed to direct sunlight, draw any curtains during the sunniest part of the day.

NOTE: In COOL mode, when the '**Add Water**' light illuminates, add water through the re-filling port before setting the unit to COOL.

NOTE: Always drain water from the unit via the drain plug after operating in DRY mode. The unit will automatically stop working when water reaches the high level.

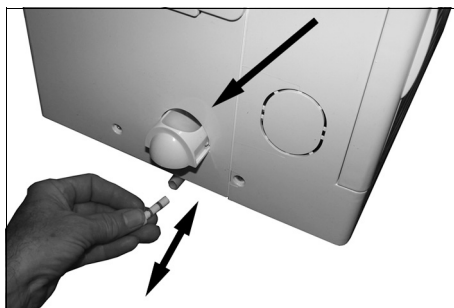
NOTE: Do not use the air exhaust duct when in DRY or FAN modes.

DRAINING OFF THE WATER

The AC12000 has a self-evaporating system. The condensing water will recycle to cool the condenser, which improves cooling efficiency but also saves energy and reduces noise.

When the water container is full, the water Full indicator will illuminate and the appliance will stop running. The buzzer will buzz 10 times in every 5 minutes until the water has fallen below the high water level or has been manually drained off. After this, the alarm will stop and after a 3 minute re-start delay, the appliance will continue working normally.

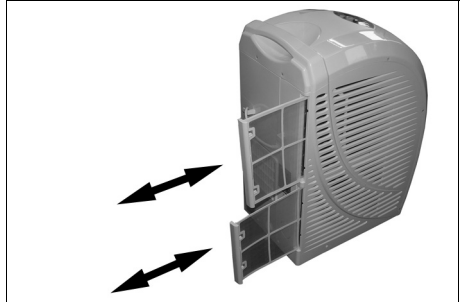
1. Before emptying the unit, switch off and disconnect from the power supply.
2. Remove the drain plug from the drain port and let the water flow out.
3. Once drained, replace the plug and switch back on. The unit will wait for 3 minutes before starting up again normally.
4. If the water level is high, take care if moving the unit around to avoid water spillage from inside the unit.
5. If the water level in the container is too low to feed the pump, it will stop working. If this happens, the ADD WATER indicator on the control panel will illuminate. Top up the unit with up to a maximum of 1800 ml of water.



MAINTENANCE

CLEANING

1. Always turn off the unit and disconnect from the power supply before cleaning.
2. Clean the outside surfaces of the unit with a duster or a soft, moist cloth. Do not use solvents which could damage the plastic components.
3. If the air filter is blocked with dust, the efficiency of the unit will be reduced. To remove the air filters, pull them out as shown.
4. Wash the air filters gently in warm water with a mild detergent. Rinse the filters and dry them gently out of direct sunlight.
5. Push the filters back into position.



STORAGE

1. At the end of the season, remove the plug to drain out any water. Tilt the unit back to ensure all the water is removed.
2. Set the unit on FAN mode, then press the fan button until the lower fan works. Operate the unit in FAN mode until all the drain outlet is dry. This will discourage the growth of mildew inside the unit.
3. Switch off the unit and disconnect the power cable.
4. Remove and contract the exhaust duct and store it carefully.
5. Cover the unit with a plastic bag and store it in a dry location.
6. Remove the batteries from the remote control.

DE-COMMISSIONING THE PRODUCT

Should the product become completely unserviceable and require disposal, it should be taken to a recycling centre for disposal according to the European WEEE Directive or according to local regulations.

TROUBLESHOOTING

Problem	Check	Solution
The unit fails to operate	<p>Check for power failure if unit is plugged in.</p> <p>Check the switch is on and that the fuse is not blown.</p> <p>Is the set time correct?</p> <p>Check that the water full alarm is not on.</p>	<p>Plug the unit into the socket.</p> <p>Replace fuse or switch on.</p> <p>Change the set time.</p> <p>Drain the water container.</p>
Inefficient cooling	<p>Is air inlet or outlet blocked?</p> <p>Is there any other source of heat in the room?</p> <p>Are the air filters very dirty?</p> <p>Is the set temperature suitable?</p> <p>Is the fan speed set at low?</p>	<p>Clear blockage.</p> <p>Remove the heat source.</p> <p>Clean the air filters.</p> <p>Change the temperature</p> <p>Select a higher fan speed.</p>
Noise or vibration	<p>Is the unit standing upright?</p>	<p>Stand on a flat surface.</p>
The unit starts and stops frequently.	<p>Is the power supply voltage correct?</p> <p>Is the exhaust duct fixed correctly and not bent/ kinked?</p> <p>Has additional exhaust duct been added?</p>	<p>Turn off unit if voltage is incorrect.</p> <p>Set the exhaust duct correctly.</p> <p>Remove additional ducting.</p>

FAULT CODES

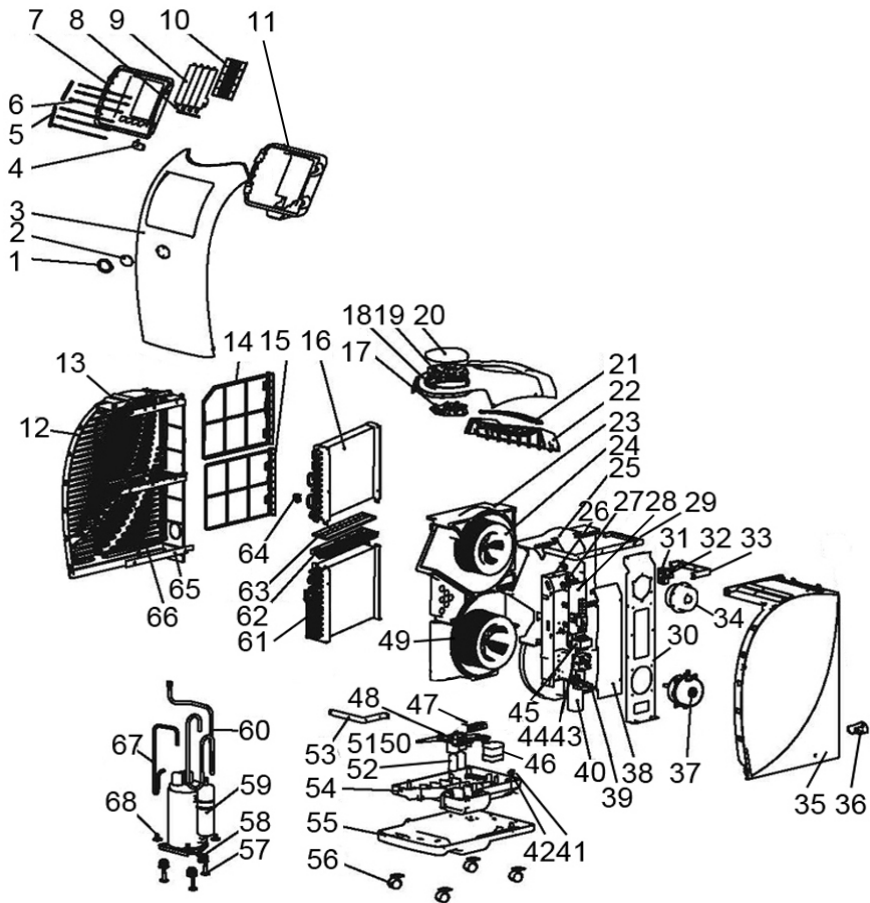
The following fault codes can be displayed on the control panel.

Fault Code	Diagnosis of Fault	Action Required
E2	Temperature sensor fault	Switch off and allow to cool. If fault continues, have faulty sensor replaced
E3	Faulty coil temperature	
E4	Coil is defrosting	Wait for coil to defrost

PARTS LIST

PART NO	DESCRIPTION	PART NO	DESCRIPTION
1	Logo Surround	35	Right Panel
2	Logo	36	Fastening
3	Front Panel	37	Lower Fan Motor
4	Stepping Motor	38	Electronic Control Box Cover
5	Horizontal Louve Connector	39	Capacitor Fixing Clip
6	Horizontal Louvre	40	Capacitor
7	Air Outlet	41	Drain Plug
8	Vertical Louvre Connector	42	Drainage Outlet
9	Vertical Louvre	43	Fan Motor Capacitor A
10	Protective Mesh	44	Fan Motor Capacitor B
11	Air Outlet Foam	45	Transformer
12	Left Panel	46	Water Pump
13	Filter Retaining Board	47	Water Pump Fixing Clip
14	Upper Filter	48	Water Pump Fixing Board
15	Lower Filter	49	Lower fan
16	Evaporator	50	Water Level Switch A
17	Display Panel	51	Water Level Switch B
18	Upper Front Panel	52	Float
19	Display Fixing	53	Foam Support
20	Label	54	Water Collection Plate
21	Handle Backing	55	Base Panel
22	Upper Rear Panel	56	Castor
23	Foam (Left)	57	Compressor Foot Bolt
24	Upper Fan	58	Shock Absorber Rubber
25	Foam (Right)	59	Compressor
26	Electronic Control Box	60	Compressor Inlet Pipe
27	Steel Support	61	Condenser
28	Printed Circuit Board	62	Splash Tray
29	Foam Support Frame	63	Splash Tray Cover
30	Fan Motor Support	64	Room Temp Sensor Clip
31	Power Cable Fixing Clip	65	Filter Fixing Board B
32	Power Cable Fixing Board	66	Filter Fixing Board C
33	Foam Support (rear)	67	Compressor Discharge Pipe
34	Upper Fan Motor	68	M8 Nut & Washer

PARTS DIAGRAM



TECHNICAL SPECIFICATIONS

Power Supply	220-230V/50Hz
Weight	33 kg
Dimensions (L x W x H)	535 x 335 x 710 mm
Water Holding Capacity	2.0 L
Air Flow Volume	450 m ³ /h
Refrigerant Type	R410A
Refrigerant Volume	480 g
Extraction Rate	1 Litre/day
Operating Temperature	18 - 40°C
Exhaust Duct Diameter	150 mm
Exhaust Duct Length (expanded)	1470 mm
Cooling Capacity	3.52 kW
Permissible Excessive Operating Pressure	1.8 Mpa/4.5MPa
Max Pressure (Low/High Pressure Side)	2.0 Mpa/5.5MPa
Sound Pressure Level	52 dB LpA
Sound Power Level	62 dB LwA
Energy Efficiency	EU Class C
Electrical Insulation Class	1

DECLARATION OF CONFORMITY



Clarke[®]
INTERNATIONAL

Hemnall Street, Epping, Essex CM16 4LG

DECLARATION OF CONFORMITY

This is an important document and should be retained.

We hereby declare that this product(s) complies with the following directive(s):

2004/108/EC *Electromagnetic Compatibility Directive.*

2006/95/EC *Low Voltage Equipment Directive.*

2002/95/EC *Restriction of Hazardous substances.*

The following standards have been applied to the product(s):

EN 60335-1:2002+A1+A11+A12+A2+A13, EN 60335-2-40:2003+A11+A12+A1-A2, EN 62233:2008,

EN 55014-1:2006+A1, EN 55014-2:1997+A1+A2, EN 61000-3-2:2006+A1+A2, EN 61000-3-11:2000.

The technical documentation required to demonstrate that the product(s) meet(s) the requirement(s) of the aforementioned directive(s) has been compiled and is available for inspection by the relevant enforcement authorities.

The CE mark was first applied in: 2010

Product Description: Portable Air Conditioners
Model number(s): AC 9000, 12000
Serial / batch Number: N/A
Date of Issue: 01/11/2012

Signed:

J.A. Clarke
Director

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Clarke® INTERNATIONAL Hemnall Street, Epping, Essex CM16 4LG
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