

Homeowner Maintenance Information

WARNING

Risk of property damage, injury or death.

Installation, adjustments, alterations, service and maintenance must be performed by a qualified service technician.

WARNING



Electric Shock Hazard.

Can cause injury or death.

Disconnect all remote electrical power supplies before servicing. Unit may have multiple power supplies.

Unit must be connected to a grounded power supply in accordance with national and local codes.

1. **Inspect exterior hoods and vents at least once a month**—make sure exhaust and fresh air supply hoods are not blocked or restricted by leaves, grass, or snow. In winter, it is especially important to make sure snow is not blocking the hoods or that frost has not built up on the wire mesh (bird screen).

IMPORTANT – Blockage of hoods or vents may cause an airflow imbalance.

2. **Clean air filters three times a year**—the standard filters equipped with the HRV/ERV are removable and washable:
 - A Remove power to the unit.
 - B Open access door.
 - C Slide the core out.
 - D Remove filter clips if present.
 - E Remove filters off the core.
 - F Rinse filters with water or a combination of mild soap and water. Do not clean in the dishwasher.
 - G To reassemble, place clean filter(s) – wet or dry – back into their positions against the core and return clips to their original position.
 - H Slide core back into its original position.

IMPORTANT

Vacuum the ERV core or rinse with warm water.

DO NOT use cleaning solutions for the ERV core.

Soak and rinse the HRV core in warm soapy water.

DO NOT use bleach or chlorine.

DO NOT use pressure washer to clean the HRV or ERV core.

DO NOT use dishwasher to clean the HRV or ERV core.

3. **Clean core and inside of cabinet three times a year**
 - A Remove power to the unit.
 - B Open access door.

- C Carefully grip ends of core and pull evenly outward. Core may be snug, but will slide out of the channel.

- D Remove filters as above.

- E HRV Core—wash core in warm soapy water (do not use dishwasher).

ERV Core—vacuum the core or rinse with warm water (do not use soap, dishwasher, pressure wash).

- F Install clean filters.

- G Wipe down the inside of the cabinet with a damp cloth to remove dirt, bugs, and any debris.

4. **Install clean core as follows:**

- A Install the bottom flange of the core guide into the bottom “H” channel approximately 1/4” (6mm).

- B Install the left or right side flange of the core guide approximately 1/4” (6mm) followed by the other side flange.

- C Install the top flange of the core guide into the top “H” channel approximately 1/4” (6mm).

- D With all four corners in place and the core straight and even, push hard in the center of the core until the core stops on the back of the cabinet. **NOTE** – Core will appear to stick out from cabinet approximately 1/8” (3mm). This is designed this way so that the access door will fit tight against the core.

5. **Motors are maintenance free.**

6. **Clean drain (condensate) line at least once a year**—inspect drain line, drain spout, and “P” trap for blockage, mold, or kinks in the line. Flush with warm soapy water and replace line if worn, bent, or cannot be cleaned.

7. **Clean duct system if required**—the duct system from outside to and from the HRV/ERV unit may accumulate dirt. Wipe and vacuum the inside of the duct once every year. (A capable HVAC service company will best perform this procedure.)

8. **Clean the blowers** **NOTE - A capable HVAC service company will best perform this procedure.**—blowers may accumulate dirt causing an imbalance and/or excessive vibration of the HRV/ERV unit. A reduction in the airflow may also occur. In new construction, this may result within the first year due to heavy dust and may occur periodically thereafter over time depending on the outdoor conditions.

- A Unplug the HRV/ERV unit; open the service door.

- B Remove the core.

- C Remove ducting (metal and/or flexible insulated type) from the ports which are connected immediately inline with the fan assembly.

- D Use a small brush and insert through the large opening of the fan assembly and then through the smaller opening in the end of the fan assembly.

- E Scrub individual fan blades until clean. Avoid moving or damaging balancing flat weight (clip is usually found on one or more of the fan blades).

- F Vacuum and wipe out.

- G Reassemble. Be sure ducting is attached firmly. Seal and tape insulation and moisture barrier.