

Maintenance instructions

DucoBox Energy Comfort

In order to ensure that the ventilation system will operate correctly, the unit must be inspected and maintained at periodic intervals at a number of points. A well-maintained unit has a positive impact on efficiency, runs quieter and boasts a longer service life. Please contact your installer in the event of any irregularities.



Always pull the plug out of the power socket or isolate the unit from the power supply before carrying out maintenance or repairs.

1.A A. Overview

By the user

Item	What	Period	Action
Filters	Check for contamination	3 months	Clean filters
	Replace filters	6 months	Replace filters
Vents / grilles	Check for contamination	6 months	Clean the vents
Unit	Check for abnormal noises	1 year	Inform the installer

By the installer

Item	What	Period	Action
Unit	Check for abnormal noises	1 year	Check the fan and valve(s).
Condensate drain	Check for correctly operating condensate drain + clean	1 year	Clean condensate drain
Filters	Replace filters	1 year	Replace filters if necessary
Vents / grilles	Check for contamination	1 year	Clean vents if necessary
Fans	Check + clean fans	4 years	Clean fans
Heat exchanger	Check + clean heat exchanger	2 years	Clean heat exchanger
Bypass valve	Check bypass operation	4 years	Control + clean bypass valve
Housing	Check	4 years	Check + deal with damage or corrosion phenomena
Ducts	Clean supply ducts	5-6 years	Clean ducting network
	Clean exhaust ducts	8 years	Clean ducting network

1.B User

Filters

See **Duco ventilation systems user manual** at www.duco.eu.

Vents

See **Duco ventilation systems maintenance instructions** and **DucoVent Design maintenance instructions**.

Unit

It is advisable in the event of any fault or abnormal operation to refer to your installer and not carry out repairs yourself.

1.C C. Installer

Unit

1. Check the outside for damage.
The DucoBox Energy Comfort needs to be switched on for this check. **Keep clear of moving parts and beware of electric cables.**
2. Switch the unit to the 3 settings and check whether the DucoBox Energy Comfort speeds up and slows down correctly in order to test the rpm setting.

Heat exchanger

1. Switch the unit off.
2. Remove the screws and take the front plate off the unit.
3. **Mark the position of the heat exchanger** to enable you to fit it back in the same position.
4. Pull the heat exchanger out of the unit using the strip provided. **Do not cut through the strip**, it is there to pull the heat exchanger out of the unit.
5. Check the heat exchanger for contamination.
6. To remove dust or dirt, we immerse the heat exchanger in warm water a few times, we can rinse it off with warm water (40 °C max.).
7. Shake the heat exchanger dry.
8. Fit the heat exchanger back into the unit once it is dry enough.
9. Fit the front plate back onto the unit. Tighten the screws sufficiently to ensure that the unit is sealed airtight.

Fans

1. Switch the unit off.
2. Remove the screws and take the front plate off the unit.
3. **Mark the position of the heat exchanger** to enable you to fit it back in the same position.
4. Pull the heat exchanger out of the unit using the strip provided. **Do not cut through the strip**, it is there to pull the heat exchanger out of the unit. This is necessary in order to gain proper access to the bypass.
5. Use a vacuum cleaner and damp cloth to remove all the dust.
6. Fit the heat exchanger back into the unit.
7. Fit the front plate back onto the unit. Tighten the screws sufficiently to ensure that the unit is sealed airtight.

Modulating bypass

1. Switch the unit off.
2. Remove the screws and take the front plate off the unit.
3. **Mark the position of the heat exchanger** to enable you to fit it back in the same position.
4. Pull the heat exchanger out of the unit using the strip provided. **Do not cut through the strip**, it is there to pull the heat exchanger out of the unit. This is necessary in order to gain proper access to the bypass.
5. Check the bypass for contamination or damage and clean it if necessary.
6. Fit the heat exchanger back into the unit.
7. Fit the front plate back onto the unit. Tighten the screws sufficiently to ensure that the unit is sealed airtight.

Ducts

1. Remove the vents.
2. Check the air ducts visually for contamination. Dust and/or grease can adhere to the first section of the duct.
3. Clean the ducts with a damp cloth and use a bio-degreaser or soap water as appropriate. **Do not use solvents!**
4. With normal use, the exhaust air piping network needs to be cleaned every 8 years and the supply air piping network every 5 to 6 years.

Condensate drain

1. Switch the unit off.
2. Remove the screws and take the front plate off the unit.
3. **Mark the position of the heat exchanger** to enable you to fit it back in the same position.
4. Pull the heat exchanger out of the unit using the strip provided. **Do not cut through the strip**, it is there to pull the heat exchanger out of the unit.
5. Check whether there is any water left in the condensate drain and pour some water into the trap to check its operation. By doing so you will also ensure that a (standard) trap is filled to the optimum level in order to obtain an airtight system (water in a trap can evaporate at higher temperatures).
6. Check the drainage path downstream for blockages if the water does not drain off properly.
7. Fit the heat exchanger back into the unit.
8. Fit the front plate back onto the unit. Tighten the screws sufficiently to ensure that the unit is sealed airtight.