

**CS Bulletin**  
Disabling Free Cooling Mode

5-May-14

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**To:** Service Contractors responsible for PM Service and Repair

**Subject:** Turning off Free Cooling (FC) functionality of AIRSYS WPU's

**Background:** In severe conditions, it may be necessary to disable Free Cooling (FC) functionality (closing fresh air damper) of the AIRSYS WPU's. This should *only* be done in extreme conditions. All AIRSYS equipment is optimized for reliability and energy efficiency and disabling FC will result in significant loss in energy efficiency. In some sites, this could mean an increase of more than \$2000 per year in energy cost.

Shutting off FC is not recommended for sites receiving only a dirty air filter alarm (A15 and/or A16). Though dirty filters do reduce the efficiency of the WPU's, there is still significant energy savings from the FC mode. The recommended course of action is to replace the dirty air filter which will allow the WPU's to operate normally. If it is not possible to replace the dirty air filter in a reasonable amount of time, there are two options for disabling FC.



**Option 1 (recommended):** Shut off FC when dirty air filter alarm (A15 and/or A16) is triggered

**Option 2:** completely turn off FC

Refer to page 2 for step-by-step instructions.

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**Instructions:**

Option 1 (*Recommended*): Turn off Free Cooling (FC) when filter alarm is triggered (small impact on efficiency, recommended for sites where filters are clogged in 2-3 month)

1. Press **UP** and **DOWN** together to display indoor temperature (**main menu**)
2. Press **UP** until **SEt** is displayed on screen
3. Press **DOWN** and **SEL** at the same time, the screen should display **0**
4. Change to **6** and press **SEL**, the screen should display **L01**
5. Press **UP** until you get to **L05** and press **SEL**, the screen should display **F01**
6. Press **DOWN** until you get to **F24** and press **SEL**, the screen should display **no**
7. Press **UP** to change to **Yes**, and press **SEL**, the screen should return to **F24**
8. Press **UP** and **Down** together to return to indoor temperature (**main menu**)

Option 2: Completely Turn off Free Cooling (FC)

1. Press **UP** and **DOWN** together to display indoor temperature (**main menu**),
2. Press **UP** until **SEt** is displayed on screen
3. Press **DOWN** and **SEL** at the same time, the screen should display **0**
4. Change to **6** and press **SEL**, the screen should display **L01**
5. Press **UP** until you get to **L05** and press **SEL**, the screen should display **F01**
6. Press **DOWN** until you get to **F03** and press **SEL**, the screen should display **Yes**
7. Press **UP** to change to **no** and press **SEL**, the screen should return to **F03**
8. Press **UP** and **Down** together to return to indoor temperature (**main menu**)

**Note:** Compressors will still operate normally when temperature is elevated for both options.