

# **DCPAC12C & DCPAC14C**

## Portable Air Conditioner with Dehumidifier



### INSTRUCTION MANUAL

PLEASE READ THE INSTRUCTION MANUAL CAREFULLY BEFORE USING THE UNIT.

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- This appliance can be used by children aged from 8 years and above and persons with reduced physical, sensory or mental capabilities or lack of experience and knowledge if they have been given supervision or instruction concerning use of the appliance in a safe way and understand the hazards involved.
- Children shall not play with the appliance.
- Cleaning and user maintenance shall not be made by children without supervision.
- Disconnect the appliance from its power source during service and when replacing parts.
- Warning: before obtaining access to terminals, all supply circuits must be disconnected.
- If the supply cord is damaged, it must be replaced by the manufacturer, its service agent or a similarly qualified person in order to avoid a hazard.
- Disconnect the power supply before cleaning and maintenance.
- The appliance shall not be installed in the laundry.
- Please note: Check the nameplate for the type of refrigerant gas used in your appliance.
- Specific information regarding appliances with refrigerant gas.  
R410A, R134a, R290 is a refrigerant that complies with European ecological standards; nevertheless, it is recommended not to pierce the cooling circuit of the machine. At the end of its useful life, deliver the appliance to a special waste collection centre for disposal.
- This hermetically sealed system contains fluorinated greenhouse gases.
- ENVIRONMENTAL INFORMATION: This unit contains fluorinated greenhouse gases covered by the Kyoto Protocol.
- The maintenance and disposal operations must be carried out by qualified personnel only. (For more details on the refrigerant, see back cover).  
GWP(Global Warming Potential): R410A: 2088, R134a: 1430, R290: 3.
- Do not use this unit for functions other than those described in this instruction manual.
- If the power cord becomes worn or damaged, the cord should only be replaced by a qualified service technician using genuine replacement parts.
- Make sure the plug is plugged firmly and completely into the outlet. It can result in the risk of electric shock or fire.
- Do not plug other appliances into the same outlet, it can result in the risk of electric shock.
- Do not disassemble or modify the appliance or the power cord, it can result in the risk of electric shock or fire. All other services should be referred to a qualified technician.
- Do not place the power cord or appliance near a heater, radiator, or other heat source. It can result in the risk of electric shock or fire.
- This unit is equipped with a cord that has a earthed wire connected to an earthed pin or grounding tab. The plug must be plugged into a socket that is properly installed and earthed. Do not under any circumstances cut or remove the earthed pin or grounding tab from this plug.
- The unit should be used or store in such a way that it is protected from moisture e.g. condensation, splashed water, etc. Unplug unit immediately if this occurs.
- Always transport your appliance in a vertical position and place on a stable, level surface during use. If the unit is transported laying on its side it should be stood up and left unplugged for 6 hours.
- Always use the switch on the control panel to turn the unit or remote control off, and do not start or stop operation by plugging in or unplugging the power cord. It can result in the risk of electric shock.

- Do not press the buttons on the control panel with anything other than your wet or damp fingers.
- Do not use hazardous chemicals to clean or come into contact with the unit. To prevent damage to the surface finish, use only a soft cloth to clean the appliance. Do not use wax, thinner, or a strong detergent. Do not use the unit in the presence of inflammable substance or vapour such as alcohol, insecticides, gasoline, etc.
- Young children should be supervised to ensure that they do not play with, operate or climb on the appliance.
- If the appliance is making unusual sounds or is emitting smoke or an unusual odor, unplug it immediately.
- Do not clean the unit with water. Water can enter the unit and damage the insulation, creating a shock hazard. If water enters the unit, unplug it immediately and contact Customer Service.
- Utilize two or more people to lift and install the unit.
- Be sure all accessories are removed from the packing before use.
- To avoid possible cuts, avoid contacting the metal parts of the appliance when removing or re-installing the filter. It can result in the risk of personal injury.
- Do not block the air inlet or outlet of the appliance. Reduced air flow will result in poor performance and could damage the unit.
- Always grasp the plug when plugging in or unplugging the appliance. Never unplug by pulling on the cord. It can result in the risk of electrical shock and damage.
- Install the appliance on a sturdy, level floor capable of supporting up to 110lbs(50kg). Installation on a weak or unlevel floor can result in the risk of property damage and personal injury.
- Close all doors and windows to the room for most efficient operation.

## IMPORTANT - GROUNDING METHOD

This product is factory equipped with a power supply cord that has a three-pronged grounded plug. It must be plugged into a mating grounding type receptacle in accordance with the National Electrical Code and applicable local codes and ordinances. If the circuit does not have a grounding type receptacle, it is the responsibility and obligation of the customer to exchange the existing receptacle in accordance with the National Electrical Code and applicable local codes and ordinances. The third ground prong should not, under any circumstances, be cut or removed. Never use the cord, the plug or the appliance when they show any sign of damage. Do not use your appliance with an extension cord unless it has been checked and tested by a qualified electrical supplier. Improper connection of the grounding plug can result in risk of fire, electric shock and/or injury to persons associated with the appliance. Check with a qualified service representative if in doubt that the appliance is properly grounded.

## ELECTRICAL CONNECTIONS

Before plugging the appliance into the mains socket, check that:

- The mains power supply corresponds to the value indicated on the rating plate on the back of the appliance.
- The power socket and electrical circuit are adequate for the appliance.
- The mains socket matches the plug. If this is not the case, have the plug replaced.
- The mains socket is adequately earthed. Failure to follow these important safety instructions absolves the manufacturer of all liability.

Important information for correct disposal of the product in accordance with EC Directive 2012/19/EU.



At the end of its working life, the product must not be disposed of as urban waste. It must be taken to a special local authority differentiated waste collection centre or to a dealer providing this service. Disposing of a household appliance separately avoids possible negative consequences for the environment and health deriving from inappropriate disposal and enables the constituent materials to be recovered to obtain significant savings in energy and resources. As a reminder of the need to dispose of household appliances separately, the product is marked with a crossed-out wheeled dustbin.

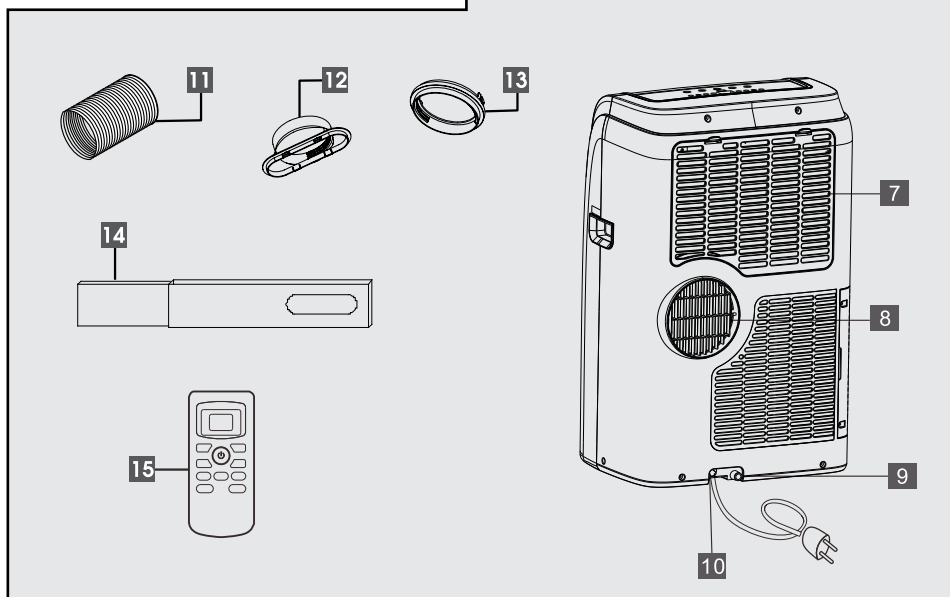
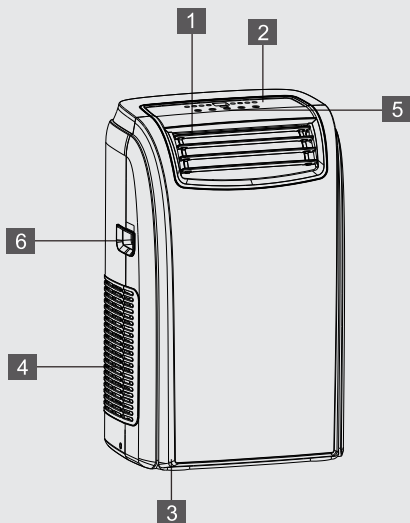
## SOME NOTIONS ON HUMIDITY

Air always contains a certain amount of water in the form of vapour. This determines the level of humidity in an atmosphere. The capacity of the air to hold water vapour increases with temperature. This is why in our homes, as soon as the temperature decreases, the vapour contained in the air condenses, as is evident on the colder surfaces in the room, such as the windows, walls etc. The purpose of a dehumidifier is to remove the excess moisture from the air, avoiding the damage caused by condensation.

Experts have established that the optimum environmental conditions for our well being and for the home are obtained between 40% and 60% relative humidity. With very low temperatures, you are recommended to heat the room even minimally. This considerably increases the dehumidifying power of the appliance. With heating, the condensation formed by the water vapour on windows and other cold surfaces evaporates into the air to be collected by the dehumidifier. Air leaving the dehumidifier is usually about 1°C-2°C warmer than room temperature.

## DESCRIPTION

- 1 Air outlet grille
- 2 Control panel
- 3 Castors
- 4 Intake grille
- 5 Remote control receiver
- 6 Handles
- 7 Filter
- 8 Air exhaust hose housing
- 9 Condensate drain
- 10 Power cable
- 11 Air exhaust hose
- 12 Hose outlet
- 13 Hose inlet
- 14 Window bracket
- 15 Remote control

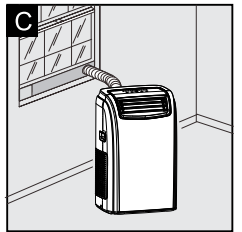
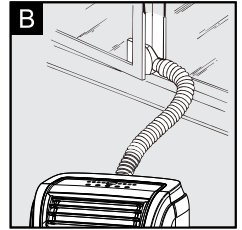
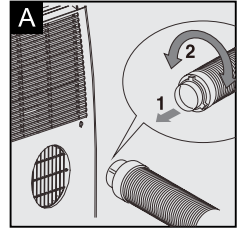


The instructions below will enable you to prepare your air conditioner for operation as efficiently as possible. Before use, make sure the air intake and outlet grilles are unobstructed.

### AIR-CONDITIONING WITHOUT INSTALLATION

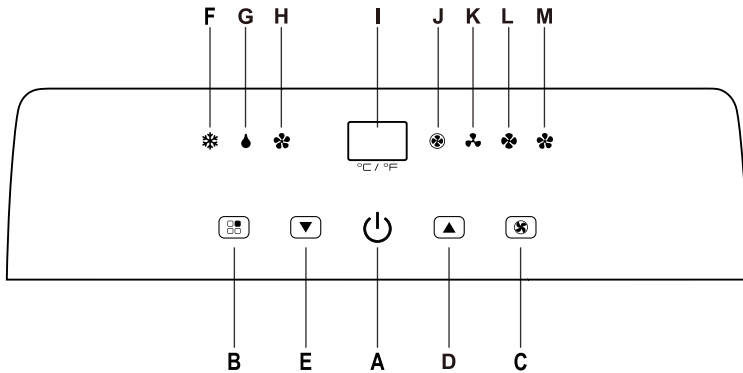
Just a few simple steps and your comfort is ensured with your appliance:

- Fit the air exhaust hose in the housing at the back of the appliance (fig.A).
- Fit the window outlet to the end of the hose.
- Place the air conditioner near a window or French window. Adjust the length of the hose to reach the window.
- Make sure the air exhaust hose is unobstructed.
- Open the window or French window slightly and position the outlet (fig.B).
- If you have a sash window, place the bracket on the window sill, extend the bracket fully within the window frame fix the bracket by using the pin, then lower the window onto the bracket. Insert the window outlet of the exhaust hose into the Slot, then connect the hose to the air conditioner (fig.C).



***Keep the air hose as short and free of curves as possible to avoid bottlenecks.***

- ✓ When installing the air conditioner semi-permanently, you should leave a door slightly open (as little as 1 cm) to guarantee correct ventilation.




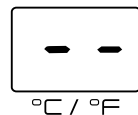
- A: ON/OFF button
- B: MODE selection button
- C: FAN speed selection button
- D: Programmed operation increase temperature
- E: Programmed operation decrease temperature
- F: COOL mode light
- G: DEHUMIDIFYING mode light
- H: FAN mode light
- I: Display
- J: Auto-speed fan mode light
- K: Low-speed fan mode light
- L: Mid-speed fan mode light
- M: High-speed fan mode light


## OPERATING FROM THE CONTROL PANEL

The control panel enables you to manage all the main functions of the appliance, but to use the unit to its full potential, you must use the remote control unit.

### TURNING THE APPLIANCE ON

- Plug into the mains socket.  
Two lines appear on the display indicating that the appliance is in standby mode.
- Press the  button until the appliance turns on. The last function active when it was turned off will appear.



- ✓ Never turn the air conditioner off by unplugging from the mains. Always press the  button, then wait for a few minutes before unplugging. This allows the appliance to perform a cycle of checks to verify operation.



## Operation

### TURNING THE APPLIANCE ON

Plug into the mains socket.

Two lines appear on the display indicating that the appliance is in standby mode. Press the **ON/STAND-BY** button (A). When turned on, the air conditioner starts operating in the same mode as when it was turned off.

Press the **MODE** button (B) until the light corresponding to the required mode lights up.

Light (F) ✱ : cool mode

Light (G) ♠ : dehumidifying mode


Light (H) ✿ : fan mode



### COOL MODE

Ideal for hot muggy weather when you need to cool and dehumidify the room.

To set operation of the appliance correctly, press the **▲** (D) or **▼** (E) buttons until the desired temperature is displayed.

Then select the fan speed by pressing the  button (C) until the light corresponding to the required fan speed lights up:

**HIGH:** Operates at maximum speed to reach the required temperature as rapidly as possible

**MED:** reduces noise levels but still maintains a good level of comfort

**LOW:** for silent operation

**AUTO:** the appliance automatically selects the most suitable fan speed in relation to the temperature set on the digital display.



The most suitable temperature for the room during the summer varies from 24 to 27°C. You are recommended, however, not to set a temperature much below the outdoor temperature.

### DEHUMIDIFYING MODE

Ideal for reducing humidity in spring and autumn, during rainy periods or in damp rooms, etc.

In dehumidifying mode, the appliance must have the same configuration as for the air conditioning mode, with the air exhaust hose fitted to the appliance to allow air to be discharged externally.

When the dehumidifying mode is selected, the light (G) comes on and “dh” appears on the display.

At the same time, the **AUTO** fan light (J) comes on. In this mode, other speeds cannot be selected.

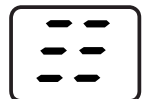


### FAN MODE

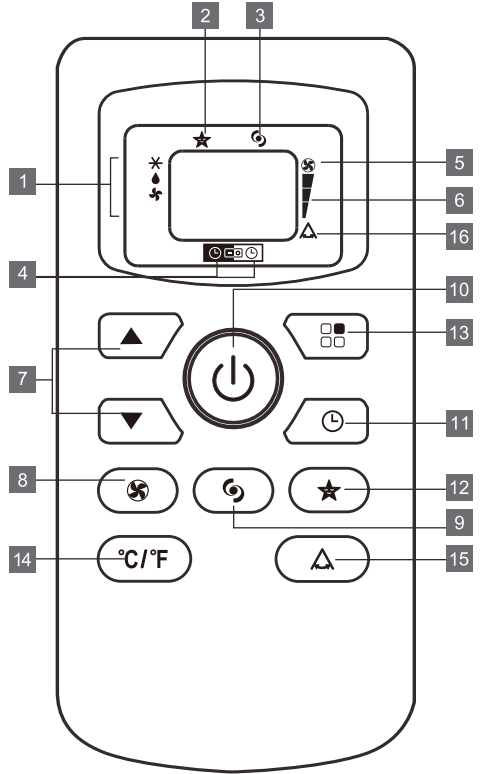
Adjust fan speed by pressing the  button (C) as described for the cool mode.

In this mode, **AUTO** cannot be selected.

The fan speed selected will be displayed.

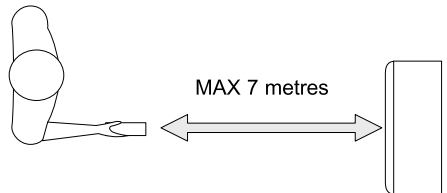


1. Mode indicator
2. Sleep indicator
3. Powerful indicator
4. Timer selection
5. Auto-speed indicator
6. Speed indicator
7. Increase(+) and decrease(-) button.
8. FAN button  
-Press this button to select fan speed of HIGH/MED/LOW/AUTO.
9. POWERFUL button
10. ON/OFF button  
-Press this button to switch on/off the appliance.
11. TIMER button  
-Press this button to set automatic startup/shutdown.
12. SLEEP button  
-Press this button to on/off sleep function.
13. MODE button  
-Press this button to select the modes of COOL/DRY/FAN.
14. °C/°F button  
-Press this button to select the "°C" or "°F".
15. SWING button  
-Press this button to switch on/off the automatic swing function.
16. Swing indicator



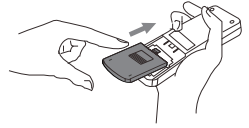
## CORRECT USE

- ✓ Point the remote control at the receiver on the appliance. The remote control must be no more than 7 metres away from the appliance (without obstacles between the remote control and the receiver).
- ✓ The remote control must be handled with extreme care. Do not drop it or expose it to direct sunlight or sources of heat.



## INSERTING OR REPLACING THE BATTERIES

- Remove the cover on the rear of the remote control;
  - Insert two R03 "AAA" 1.5V batteries in the correct position (see instructions inside the battery compartment);
  - Replace the cover.
- ✓ If the remote control unit is replaced or disposed of, the batteries must be removed and discarded in accordance with current legislation as they are harmful to the environment.

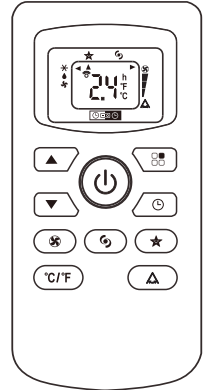
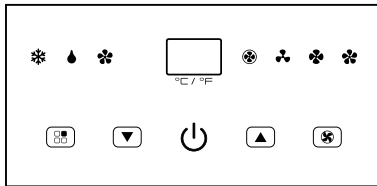


## USING THE REMOTE CONTROL UNIT

The first part of the controls on the remote control are the same as those on the control panel of the appliance.

You should therefore refer to the instructions in the chapter **Operating from the control panel** to turn the appliance on and select the operating mode (**COOL, DRY, FAN**) and the fan speed.

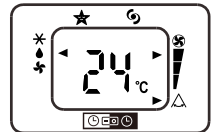
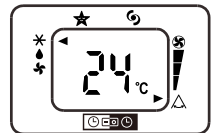
The following section describes the additional functions corresponding to the controls on the bottom part of the remote control.



### COOLING MODE

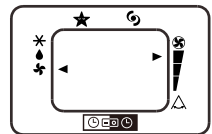
- Press the "ON/OFF" button to turn the appliance on.
- Press the "□□" button to select COOL mode.
- Set the temperature using the "⏴" button.
- To select fan speed, press the "🌀" button repeatedly until the required speed is selected (HIGH/MED/LOW).

NB: in COOLING mode, the appliance automatically removes excess moisture from the atmosphere.



### DRY MODE

- Keep the windows and doors closed for effective dehumidification.
- When used as dehumidifier only.
- Press the "ON/OFF" button to turn the appliance on.
- Press the "□□" button to select DRY, the fan speed will always be at LOW and can not be adjusted in DRY mode.



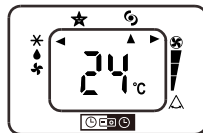
### FAN MODE

- Press the "ON/OFF" button to turn the appliance on.
- Press the "□□" button to select FAN.
- To select fan speed, press the "fan" button repeatedly until the required speed is selected (HIGH/MED/LOW) and fan speed AUTO can not be selected.

## POWERFUL FUNCTION



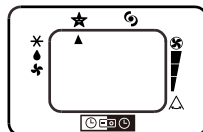
- Ideal for the summer to cool rooms rapidly.
- Activate by simply pressing the POWERFUL button.
- The appliance operates in cool mode at maximum fan speed. while this function is selected, it is not possible to set the temperature or change fan speed.



## SLEEP FUNCTION



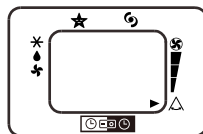
- This function is useful for the night as it gradually reduces operation of the appliance. To set this function correctly:
- Select the operating mode(cool/dry ) as described above.
- Press the " ★ " button,the appliance operates in the previously selected mode.



## SWING FUNCTION



- This function is useful for select the left/right swing of air delivery
- To set this function correctly:
- select the operating mode(cool/dry/fan ) as described above.
- Press the " ▲ " button, the appliance operates in the previously selected mode, the message " ►▲ " apperars on the remote control to indicate the swing is active.
- Press the swing button again, the message " ► " disappears to indicate the swing is stop.



## SETTING THE TIMER

- This timer can be used to delay the appliance start up or shutdown, this avoids wasting electricity by optimising operating periods.

### PROGRAMMED SHUTDOWN

- With the appliance on, press the "TIMER" button, the " ⌚ " is displayed under the " ⏻ ".
- Set the time when you want the appliance to switch off using the " ⏸ " buttons (from 30 minutes to 24hours)
- During the first ten hours you can select half intervals. for times longer than ten hours, one hour intervals can be selected.
- Press the " ⌚ " button again to confirm the setting, the TIMER symbol light " ⏻ " on control panel light up to indicate the timer is activated.
- At the end of the set time the appliance switches off automatically.
- To cancel the TIMER setting. press the " ⌚ " button again whenever during the set time.




## DESCRIPTION OF THE REMOTE CONTROL

### PROGRAMMED START UP

- Press "ON/OFF" button to switch into STANDBY.
- Press the "⌚" button twice, the time is displayed and "🕒" symbol.
- Set the time when you want the appliance to switch off using the "⏸" buttons (from 30 minutes to 24hours)
- During the first ten hours you can select half intervals. For times longer than ten hours, one hour intervals can be selected.
- Press the "⌚" button again to confirm the setting, the TIMER symbol light "🕒" on control panel light up to indicate the timer is activated.
- At the end of the set time the appliance switches on automatically and operates in the same working mode as prior to switching into STANDBY, for example cooling mode, 25°C, fan speed high.
- To cancel the TIMER setting, press the "⌚" button again whenever during the set time

### SELF-DIAGNOSIS

The appliance has a self diagnosis system to identify a number of malfunctions. Error messages are displayed on the appliance display.

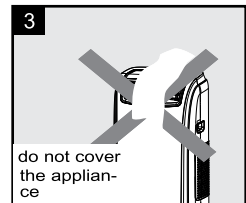
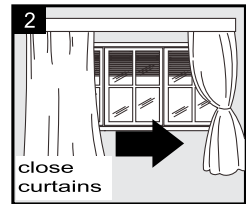
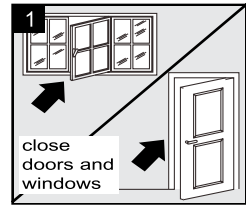
IF IS DISPLAYED,	WHAT SHOULD I DO?
 <b>LOW TEMPERATURE</b> (frost prevention)	The appliance is fitted with a frost protection device to avoid excessive formation of ice. The appliance starts up again automatically when the defrosting process is completed.
 <b>PROBE FAILURE</b> (sensor damaged)	If this is displayed, contact your local authorised service centre.
 <b>FULL TANK</b> (safety tank full)	Empty the internal safety tank, following the instructions in the "End of season operations" paragraph.

## TIPS FOR CORRECT USE

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To get the best from your air conditioner, follow these recommendations:

- Close windows and doors in the room to be air conditioned (fig. 1 ). When installing the air conditioner semi-permanently, you should leave a door slightly open (as little as 1 cm) to guarantee correct ventilation.
- Protect the room from direct exposure to the sun by partially closing curtains and/or blinds. This will make the appliance much more economical to run (fig. 2 );
- Never rest objects of any kind on the air conditioner;
- Do not obstruct the air intake and outlet (fig. 3 ). Leave the grilles free;
- Make sure there are no heat sources in the room.
- Never use the appliance in very damp rooms (laundries for example).
- Never use the appliance outdoors.
- Make sure the air conditioner is standing on a level surface. if necessary, place the castor locks under the front wheels.



## WATER DRAINAGE METHOD

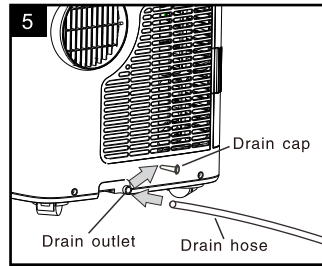
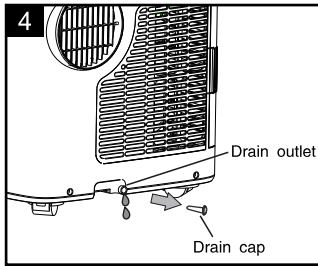
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### NOTE

As a safety measure, to positively prevent water spillage, the air conditioner is equipped with a fail safe device, if the water tank fills. The unit will completely stop and the control panel displays " *Ft* " (FULL TANK as mentioned in SELF-DIAGNOSIS on page 11), the compressor and fan will not restart until the tank has been emptied.

## INTERMITTENT DRAINAGE(fig. 4 and fig. 5 )

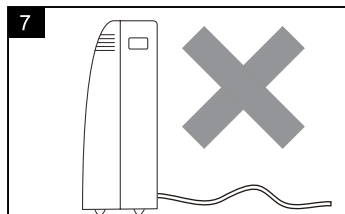
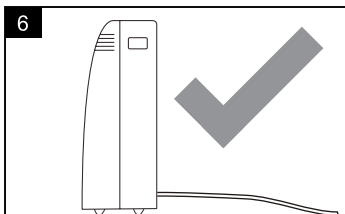
- Turn the air conditioner off, then drain the water tank by unplugging the drain cap and allowing the water to flow onto the drain pan. The drain pan will not hold the full contents of the water tank. A number of fills of the drain pan are required. It may be easier (after 3 or 4 pans have been drained in order to avoid accidental spillage when moving the air conditioner) to wheel the unit outside, remove the drain cap and drain the water onto the ground .
- The water tank is considered emptied when no more water flows from the drain outlet. To completely drain all water from the water tank, tilt the unit by lifting it slightly upwards from the front until no more water drains from the outlet.
- Restart the air conditioner by pressing the on/off button. Ensure that the unit is in COOL, DRY mode. The compressor will start approximately 3 minutes after the unit is switched on.




## CONTINUOUS DRAINAGE (fig. 6 and fig.7 )

### NOTE

Please be sure that the height of and section of the drain hose is not higher than the drain outlet, or the water tank may not drain correctly.



Before cleaning or maintenance, turn the appliance off by pressing the  button on the control panel or remote control, wait for a few minutes then unplug from the mains socket.

### CLEANING THE CABINET

You should clean the appliance with a slightly damp cloth then dry with a dry cloth.

- ✓ Never wash the air conditioner with water. It could be dangerous.
- ✓ Never use petrol, alcohol or solvents to clean the appliance.
- ✓ Never spray insecticide liquids or similar.

### CLEANING THE AIR FILTERS

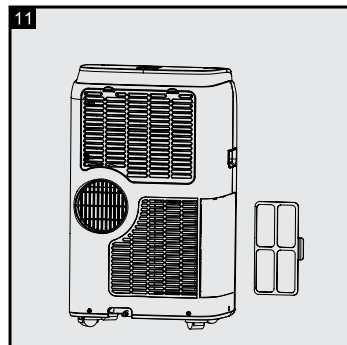
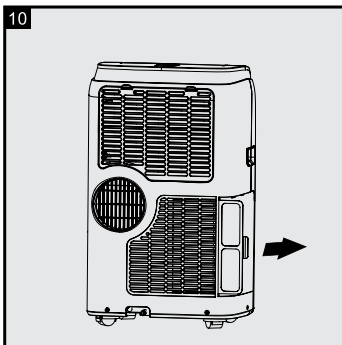
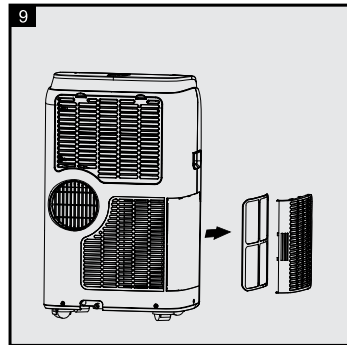
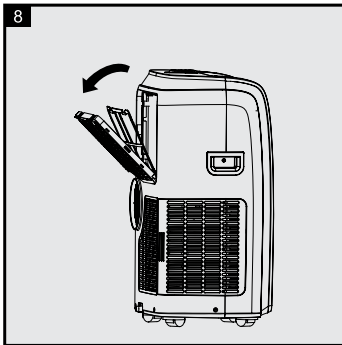
To keep your air conditioner working efficiently, you should clean the filter every week of operation.

The evaporator filter can be taken out like fig. 8.

The condenser filters are two pieces.

Step1: Take out one filter like fig. 9.

Step2: Take out other filter like fig.10-11.



Use a vacuum cleaner to remove dust from the filter. If it is very dirty, immerse in warm water and rinse a number of times. The water should never be hotter than 40°C. After washing, leave the filter to dry completely then reattach the intake grille to the appliance.



## START - END OF SEASON OPERATIONS

### START OF SEASON CHECKS

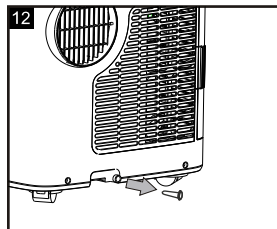
Make sure the power cable and plug are undamaged and the earth system is efficient.  
Follow the installation instructions precisely.

### END OF SEASON OPERATIONS

To empty the internal circuit completely of water, remove the cap (fig. 12).

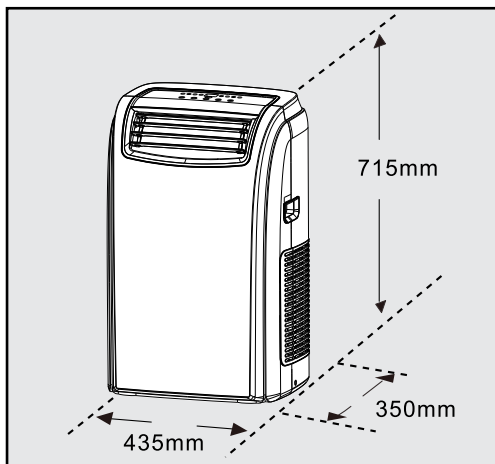
Drain all water . When all the water has been drained, put the cap back in place.

Clean the filter and dry thoroughly before replacing.



### SIZE OF APPLIANCE

Width 435mm  
Height 715mm  
Depth 350mm



PROBLEM	CAUSE	SOLUTION
<b>The air conditioner does not recharging on</b>	<ul style="list-style-type: none"> <li>• there is no current</li> <li>• it is not plugged into the mains</li> <li>• the internal safety device has tripped</li> </ul>	<ul style="list-style-type: none"> <li>• wait</li> <li>• plug into the mains</li> <li>• wait 30 minutes, if the problem persists, contact your service center.</li> </ul>
<b>The air conditioner works for a short time only</b>	<ul style="list-style-type: none"> <li>• here are bends in the air exhaust hose</li> <li>• something is preventing the air from being discharged</li> </ul>	<ul style="list-style-type: none"> <li>• position the air exhaust hose correctly, keeping it as short and free of curves as possible to avoid bottlenecks</li> <li>• check and remove any obstacles obstructing air discharge</li> </ul>
<b>The air conditioner works, but does not cool the room</b>	<ul style="list-style-type: none"> <li>• windows, doors and/or curtains open</li> <li>• there are heat sources in the room (oven, hairdryer, etc)</li> <li>• the air exhaust hose is detached from the appliance</li> <li>• the technical specification of the appliance is not adequate for the room in which it is located.</li> </ul>	<ul style="list-style-type: none"> <li>• close doors, windows and curtains, bearing in mind the "tips for correct use" given above</li> <li>• eliminate the heat sources</li> <li>• fit the air exhaust hose in the housing at the back of the appliance (fig. 1).</li> </ul>
<b>During operation, there is an unpleasant smell in the room</b>	<ul style="list-style-type: none"> <li>• air filter clogged</li> </ul>	<ul style="list-style-type: none"> <li>• Clean the filter as discribed Above.</li> </ul>
<b>The air conditioner does not operate for about three minutes after restarting it</b>	<ul style="list-style-type: none"> <li>• the internal compressor safety device prevents the appliance from being restarted until three minutes have elapsed since it was last turned off.</li> </ul>	<ul style="list-style-type: none"> <li>• wait. This delay is part of normal operation.</li> </ul>
<b>The following message appears on the display: LE / PF / FE</b>	<ul style="list-style-type: none"> <li>• the appliance has a self diagnosis system to identify a number of malfunctions.</li> </ul>	<ul style="list-style-type: none"> <li>• See the SELF-DIAGNOSIS Chapter</li> </ul>

## MAINTENANCE

If the unit fails to operate efficiently, is broken or other problems arise, unplug and do not operate. Ask for advice by calling your local after sales service agent or the Customer Care Centre on 1300 556 816 (AU).

MODEL NO.	DCPAC12C	DCPAC14C
Operating temperature	18-35°C	18-35°C
Thermostat range	18-32°C	18-32°C
Rated power	1.5kW	2.08kW
Cooling capacity (cooling only)	12,000BTU / 3.5kW	14,000BTU / 4kW
Dehumidification capacity	2.5L/hour	3.4L/hour
Noise level – maximum	54dB(A)	54dB(A)
Air Volume	330m <sup>3</sup> /h	300m <sup>3</sup> /h
Refrigerant	R410A/0.6kg	R410A/0.46kg
Timer	0-24hours	0-24hours
Product dimensions (W x H x D)	440 x 715 x 355mm	440 x 715 x 355mm
Minimum room size	10m <sup>2</sup>	10m <sup>2</sup>
Maximum room size	25m <sup>2</sup>	27m <sup>2</sup>
Weight	30kg	31kg

## WARRANTY

The warranty period is 24 months from the date of purchase. For service advice, please contact the Customer Care Centre on 1300 556 816 (AU).

**Glen Dimplex Australia Pty Ltd**  
**1340 Ferntree Gully Road,**  
**Scoresby 3179, Victoria**  
**Australia**  
**Ph: 1300 556 816**