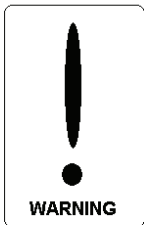
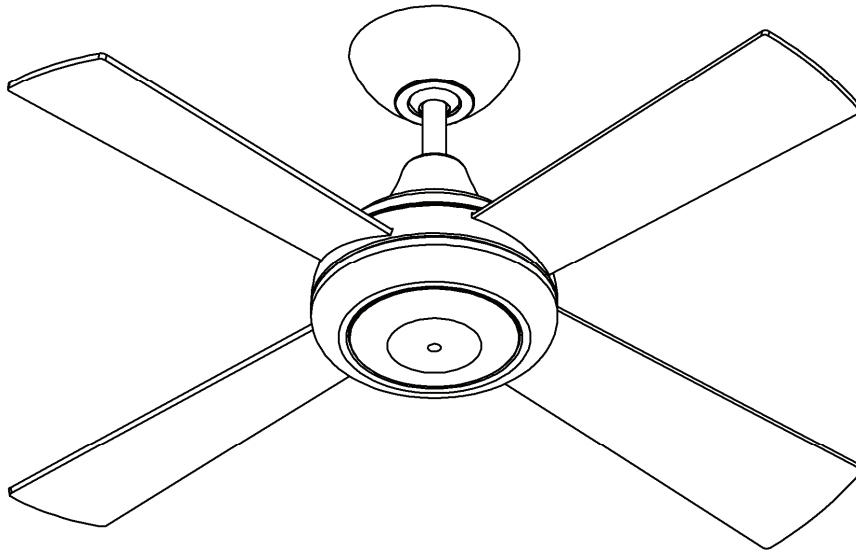




Electrician Installation Manual

EM-E Ceiling Fan

EM-E



CEILING FAN MUST BE INSTALLED BY A LICENSED ELECTRICIAN

(NO OTHER PERSONS SHOULD ATTEMPT TO INSTALL THIS FAN)

*Electricians are recommended to tick off all items on the quick checklist and fill out their details onto the back page of the Fan Owner Warranty & Operations Manual after installation

ELECTRICIANS - TO PROTECT YOUR CUSTOMER'S WARRANTY, PLEASE READ PAGE 2 OF THIS BOOKLET PRIOR TO THE INSTALLATION OF THIS PRODUCT.

National Warranty Line

1300 360 280

Monday to Friday from 9am to 5pm EST
Only available within Australia

IMPORTANT INFORMATION
ELECTRICIANS MUST READ PRIOR TO INSTALLATION

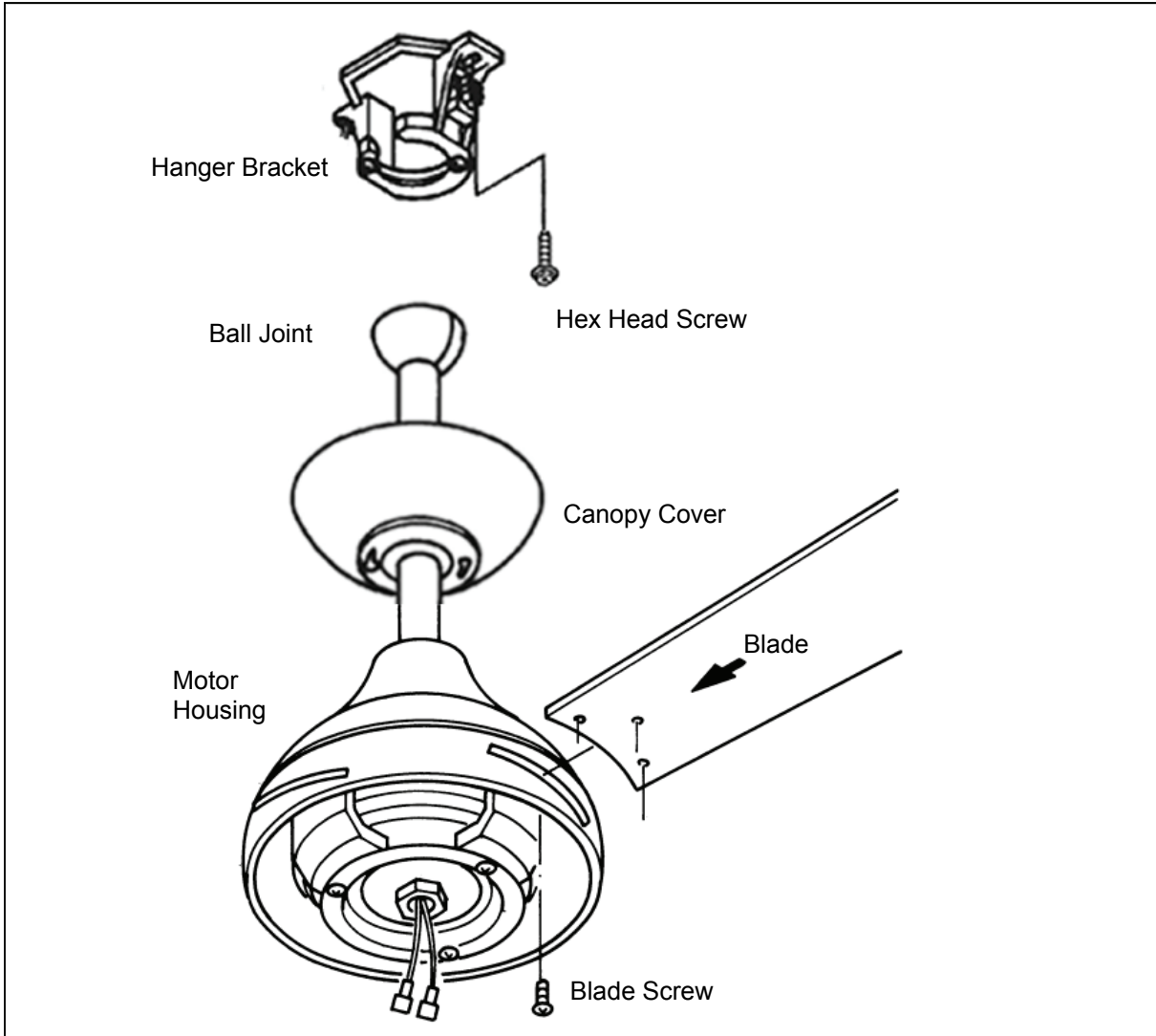
1. Distributor and installer details and purchase receipts are essential for on-site warranty claims and must be presented to repair personnel, make sure you record your details in the Fan Owner Warranty and Operations Manual.
2. Fans and fixed wiring products must only be installed by persons who are appropriately licensed by the applicable State regulatory body. Therefore, to protect our repair personnel, on-site warranty claims will not be accepted if products have been installed by unlicensed persons.
3. Damage caused by incorrect installation, force-majeure, electrical surges, lightning, power grid fluctuations, water or by connection to alternative power supply sources (such as solar inverters, etc.) is not eligible for warranty repair.
4. Blades must be replaced only as a complete set. Blades are supplied only as a pre-balanced set and the replacement of individual blades may void the warranty by causing mechanical damage to the motor, excessive noise or premature wear.
5. When products are installed in a location requiring special access equipment (such as scaffolding or scissor lifts, etc) the cost of providing, installing and operating special access equipment must be borne by the site owner.

For safety, and to protect your customers warranty, the following must be taken into account when installing and operating the product (s):

- | |
|--|
| <ol style="list-style-type: none">(a) <u>DO NOT USE SOLID-STATE WALL CONTROLLERS</u>. Neither leading nor lagging edge controllers will give satisfactory performance. Wall controls must only be types approved for use by Pacific International Ceiling Fans.(b) The fan, light and bracket must be earthed.(c) Fan and light must be run from the same phase and preferably the same final circuit.(d) Mounting bracket must be firmly screwed to a solid structure such as a concrete ceiling, steel structure or timber framing. If additional bracing is added it must be firmly secured to the rafters and not left floating on the ceiling. Special mounts, such as T-hooks, are available for certain types of installation.(e) After installation, fan blades must be at least 2.1 m (7 feet) above floor level.(f) The use of these products by children and the infirm must be under supervision. |
|--|

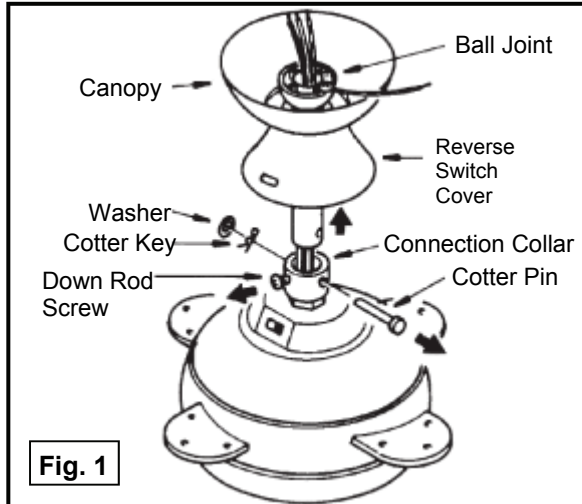
IF THERE ARE ANY PROBLEMS WITH THE PRODUCT AT TIME OF INSTALLATION THE INSTALLER MUST CONTACT THE WARRANTY HOT LINE NUMBER 1300 360 280. BEFORE LEAVING THE JOB SITE. PLEASE DO NOT REMOVE THE FAN FROM THE CEILING ONCE INSTALLED UNLESS INSTRUCTED TO DO SO.

Parts List - EM-E



Part	Qty	Part	Qty	Part	Qty
Blades	4	Base Plate	1	Canopy Cover Screws	2
Blade Screws	12	HPI Wall Controller	1	Canopy Cover	1
Blade Washers	12	Hanger Bracket	1	Motor Housing	1
Wall Speed Capacitor	1	Hex Head Screw	2		
Ball Joint	1	15cm Down Rod	1	Reversing Switch Cover	1
Ball Joint Screw	1	Down Rod Pin Screw	1	(these parts come preassembled)	
Ball Joint Pin	1	Down Rod Short Screw	1		

Assembling the fan

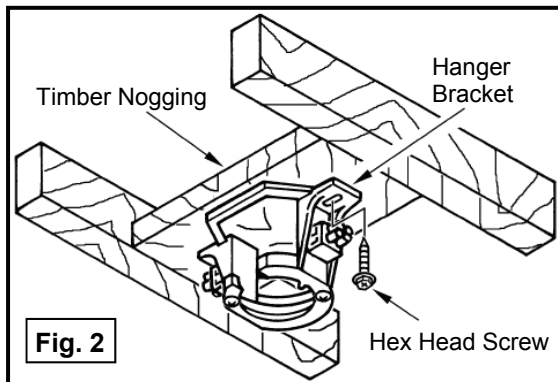


STEP 1 (Fig. 1)

PERFORM THIS STEP IF THE WIRES HAVE NOT BEEN FED THROUGH THE DOWN ROD.

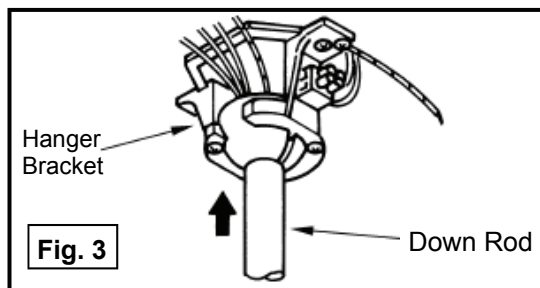
- a) Loosen the ball joint screw and remove the ball joint pin to separate the down rod from the ball joint.
- b) Feed wires from motor housing up and through the down rod.
- c) Insert the down rod pin into the connection collar and the down rod cotter pin (avoid pinching wires). Clip in the cotter pin key and secure down rod with the other shorter down rod screw provided.
- d) Slide on canopy cover and refit the ball joint.

If an extension rod needs to be installed please go to page 11.



STEP 2 (Fig. 2)

- a) Drill a hole in the timber nogging for wiring.
- b) Use the two hex screws to secure the hanger bracket onto the timber nogging. The timber nogging should be supplied by the installing electrician and must be supported between the two ceiling joists as shown in the diagram above.



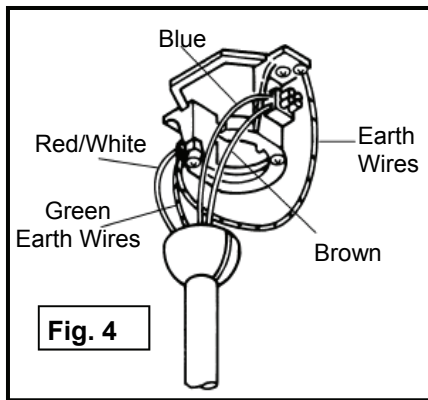
STEP 3 (Fig. 3)

- a) **TIGHTEN THE GRUB SCREW.** (This is important to ensure the fan will not wobble and the weight of the fan is supported).
- b) Hang the ball joint into the hanger bracket. Ensure the groove on the hanger bracket is locked into the slot on the ball joint.



1. **Do not** attempt to operate the fan (or optional light kit) with any wall control that is not approved by Pacific International Fans for use with its fans. **DO NOT** use solid state controllers. The use of unapproved controllers will void your warranty.
2. **Do not** mix blade sets from one fan to another as this may upset the balance of the fan. If only one blade is damaged you are still required to replace with a new set.

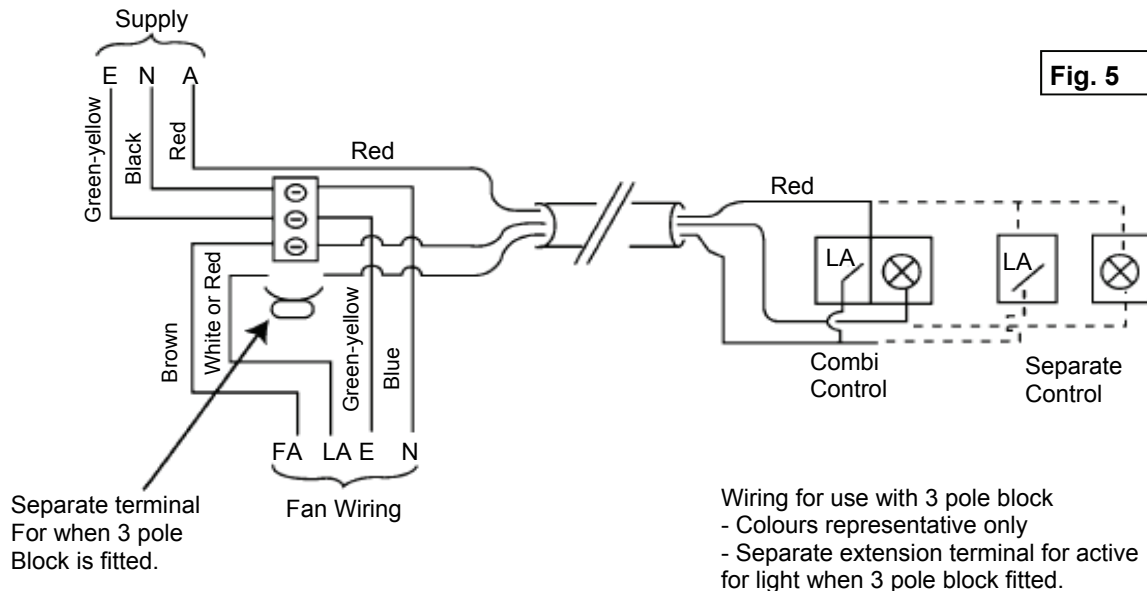
Assembling the fan



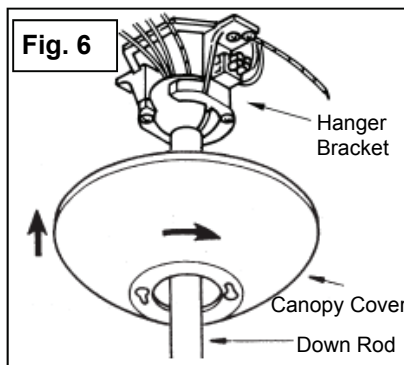
STEP 4 (Fig 4 & 5)

- Connect wires from the fan to wires in the ceiling via the terminal block on the hanger bracket (refer to figure 4 and 5).
- Make sure earth wires are also connected.
- Connect light wires (red/white) if a light fitting is going to be used. (Cap seal light wires if a light fitting is not going to be used).

Wiring Instructions (with and without accessory light)



Wiring for use with 3 pole block
- Colours representative only
- Separate extension terminal for active for light when 3 pole block fitted.



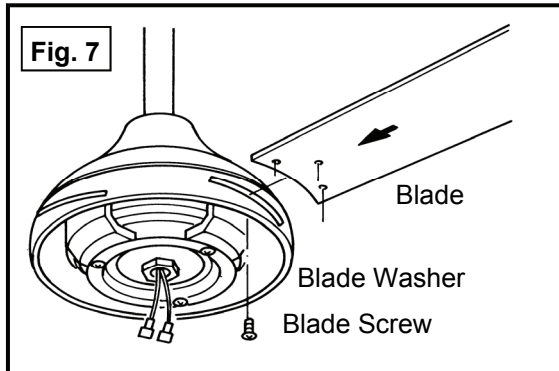
STEP 5 (Fig 6)

- Slide canopy cover up and over the hanger bracket.
- Twist the canopy to locate screws holes then loosen canopy screws half way.
- Now twist the canopy cover in the opposite direction and fully tighten screws until the canopy cover is stabilised.



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- Do not** mix blade sets from one fan to another as this may upset the balance of the fan. If only one blade is damaged you are still required to replace with a new set.

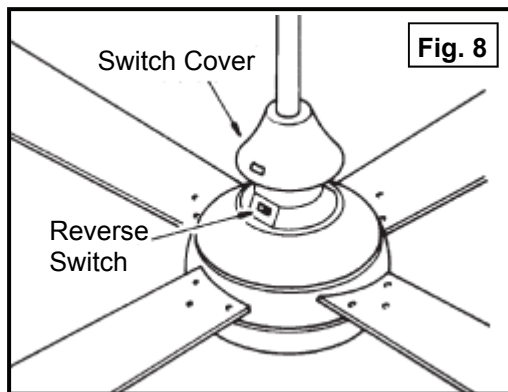
Assembling the fan



STEP 6 (Fig 7)

a) Attach blades to the blade holders inside the motor housing using the 3 screws and washers provided.

b) Repeat this procedure for the other 3 blades.



STEP 7 (Fig 8)

a) Lift the switch cover to expose the reverse switch.

b) The reverse switch should be pushed fully to the left for Summer (fan spins anticlockwise) and pushed fully to the right for Winter (fan spins clockwise).

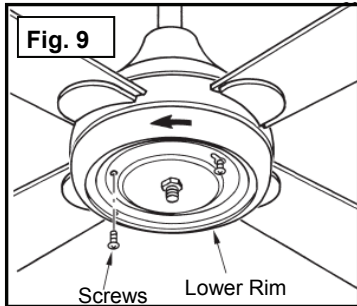
c) Make the sure reverse switch is not stuck in its neutral position otherwise the fan will not spin.



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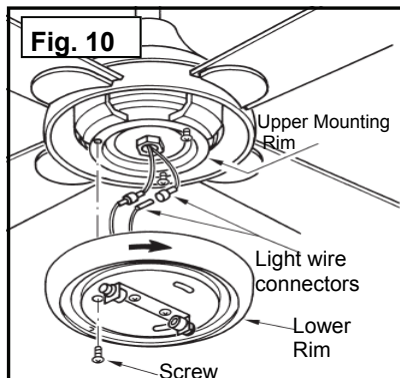
Attaching an accessory light kits—EM-E light kit

78mm halogen light (MAX 100W)



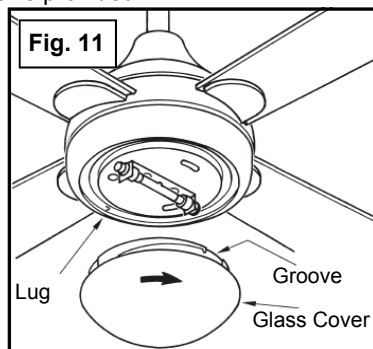
STEP 1 (Fig. 9)

- a) Turn base plate to remove the plug and base plate from the motor housing.
- b) Loosen screws to remove the lower rim.



STEP 2 (Fig. 10)

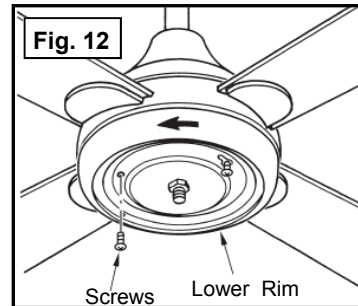
- a) Use the connectors to attach the light wires from the motor housing to light assembly kit.
- b) Attach and secure the light assembly kit using the 3 screws provided.



STEP 3 (Fig. 11)

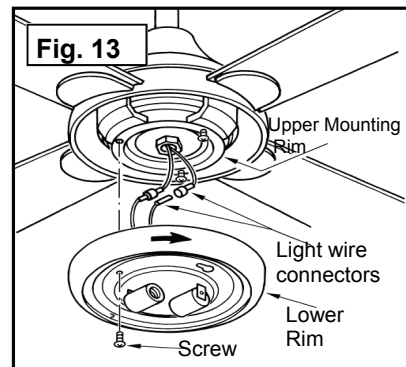
- a) Plug the light globe into the socket. **DO NOT touch the light globe with your fingers.**
- b) Gently push the glass cover upwards and turn it to attach the light glass to the fan.

E14 light (MAX 2x40W)



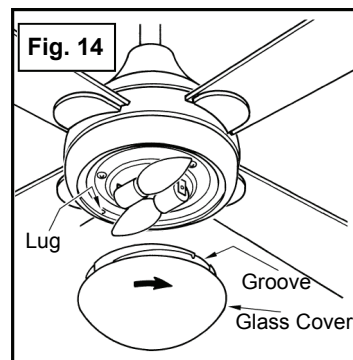
STEP 1 (Fig. 12)

- a) Turn base plate to remove the plug and base plate from the motor housing.
- b) Loosen screws to remove the lower rim.



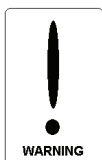
STEP 2 (Fig. 13)

- a) Use the connectors to attach the light wires from the motor housing to light assembly kit.
- b) Attach and secure the light assembly kit using the 3 screws provided.



STEP 3 (Fig. 14)

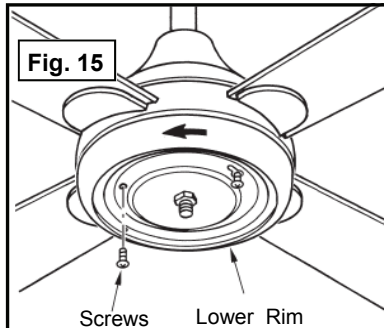
- a) Install the light bulbs in the light sockets.
- b) Gently push the glass cover upwards and turn it to attach the light glass to the fan.



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2. **Do not** mix blade sets from one fan to another as this may upset the balance of the fan. If only one blade is damaged you are still required to replace with a new set.

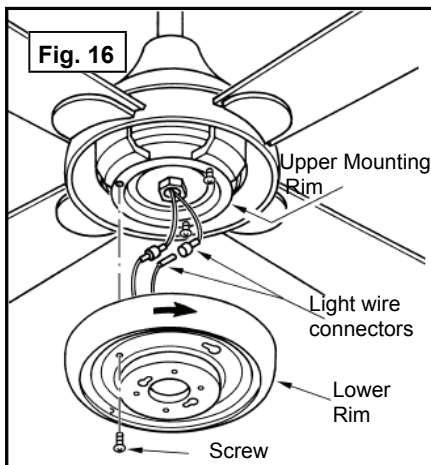
Attaching an accessory light kit — EM-E light kit

GX53M 14W fluorescent light



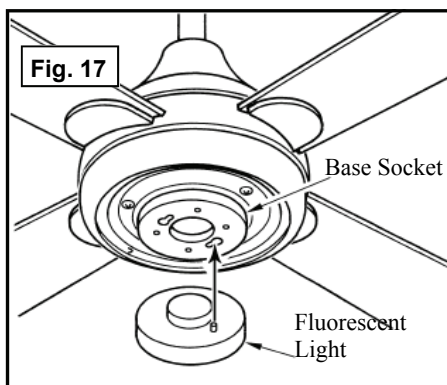
STEP 1 (Fig. 15)

- a) Turn base plate to remove the plug and base plate from the motor housing.
- b) Loosen screws to remove the lower rim.



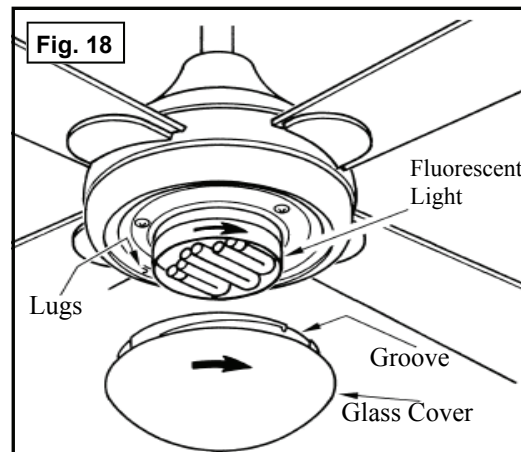
STEP 2 (Fig. 16)

- a) Use the connectors to attach the light wires from the motor housing to light assembly kit.
- b) Attach and secure the light assembly kit using the 3 screws provided.



STEP 3 (Fig. 17)

- a) Fit the fluorescent light assembly to the base socket.



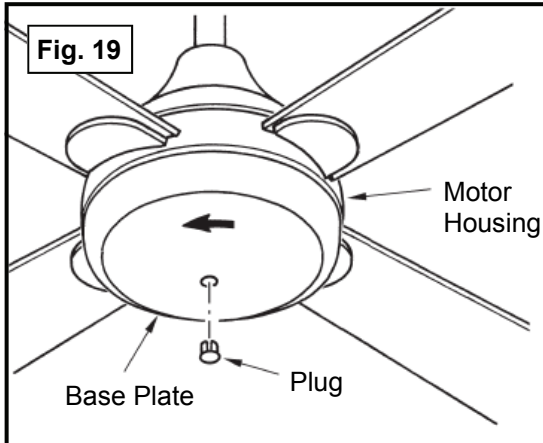
STEP 4 (Fig. 18)

- a) Turn the light to attach it firmly to the light socket.
- b) Gently push the glass cover upwards and turn it to attach glass cover to the fan.



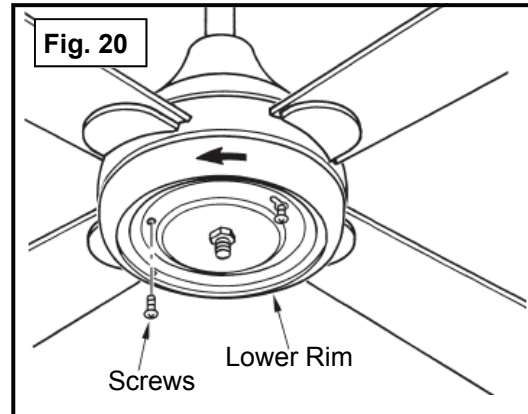
1. **Do not** attempt to operate the fan (or optional light kit) with any wall control that is not approved by Pacific International Fans for use with its fans. DO NOT use solid state controllers. The use of unapproved controllers will void your warranty.
2. **Do not** mix blade sets from one fan to another as this may upset the balance of the fan. If

Attaching an accessory light kit — Standard accessory light kit



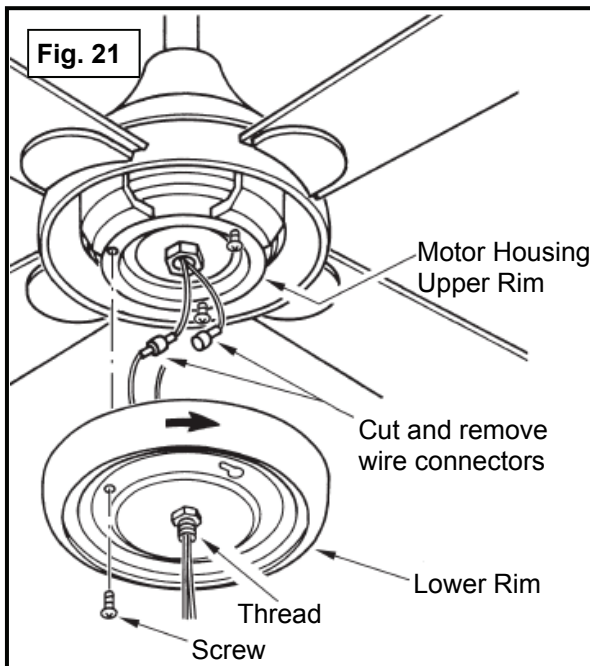
STEP 1 (Fig. 19)

a) Turn base plate anticlockwise to remove the plug and base plate from the motor housing. Do not throw away base plate away.



STEP 2 (Fig. 20)

a) Loosen screws to remove the light kit rim.



STEP 3 (Fig. 21)

a) Once the motor housing lower rim is removed, the light wires coming from the motor housing should be exposed.

b) Cut and remove wire connectors.

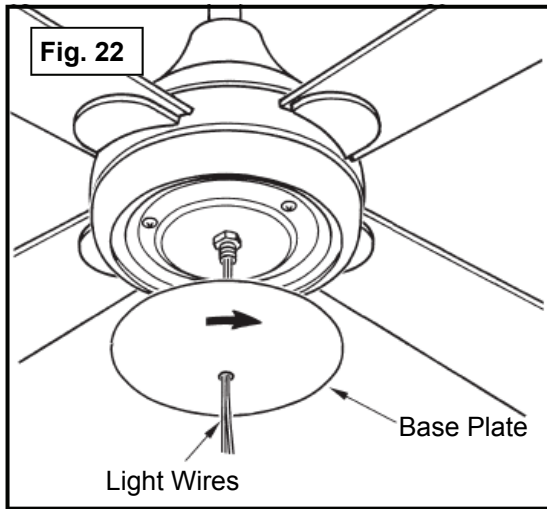
c) After removing the wire connectors feed the light wires through the thread of the motor housing lower rim.

d) Tighten screws (removed from step 2) to secure the motor housing lower rim back onto the motor housing upper rim.



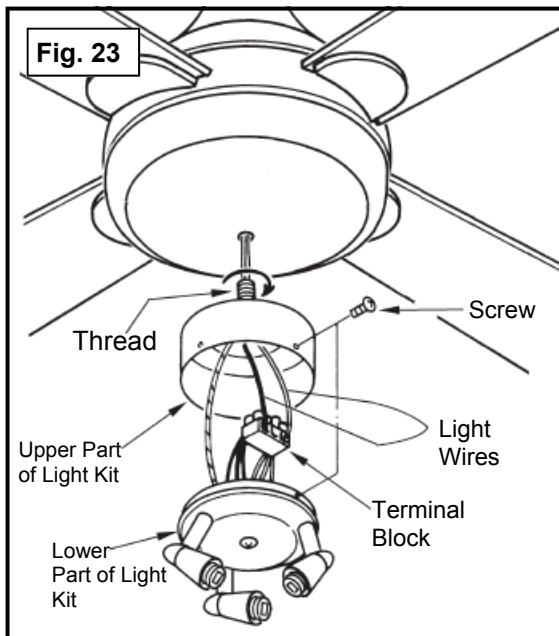
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2. **Do not** mix blade sets from one fan to another as this may upset the balance of the fan. If only one blade is damaged you are still required to replace with a new set.

Attaching an accessory light kit — a standard accessory light kit



STEP 4 (Fig. 22)

- a) Feed wires from the motor housing lower rim through the hole in the centre of the base plate .
- b) Attach the base plate to the motor.



STEP 5 (Fig. 23)

- a) Feed wires through the thread of the upper part of the light kit.
- b) Secure upper part of the light kit to the motor housing by tightening the thread.
- c) Connect light wires to the terminal block in the lower part of the light kit.
- d) Secure the lower part of the light kit to the upper part of the light kit by the tightening the light kit screws.
- e) Fit light globes in to the light kit.

(note: Only specified globes should be used).



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Attaching an extension rod - genuine rods to be used ONLY

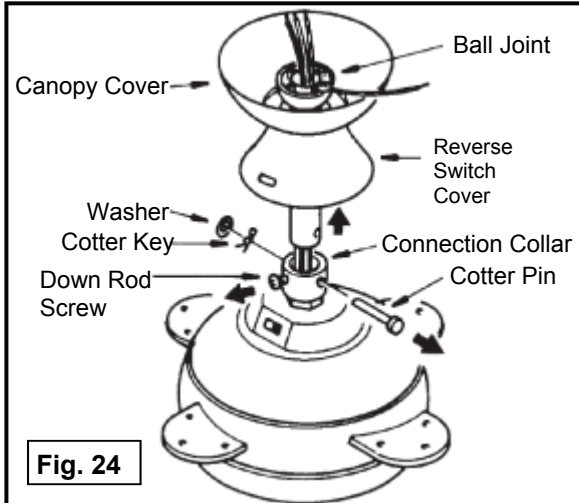


Fig. 24

Step 1 (Fig. 24)

Loosen and remove the down rod screws and the down rod pin screw to remove the standard down rod from the motor housing.

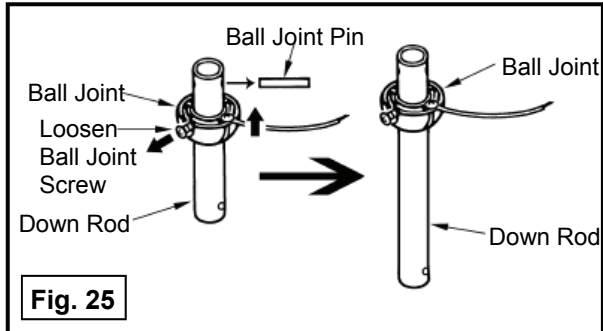


Fig. 25

Step 2 (Fig. 25)

Loosen the ball joint screw, take out the ball joint pin and remove the ball joint. Then slide off the canopy cover.

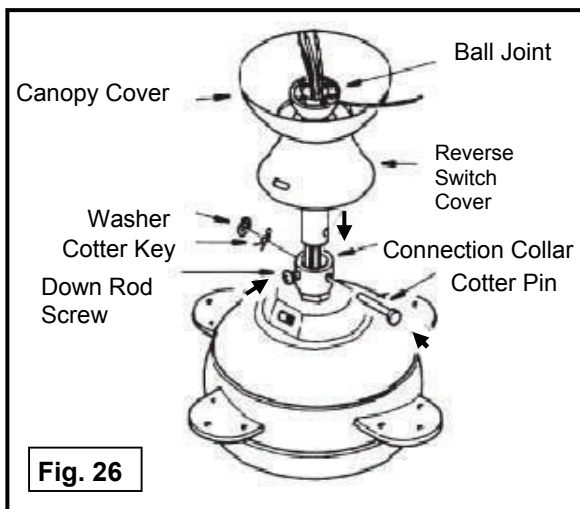


Fig. 26

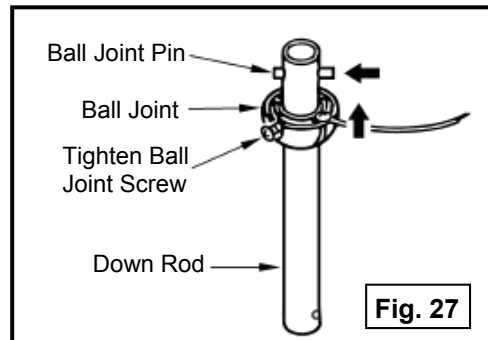


Fig. 27

Step 3 (Fig. 26 & 27)

Now install the extension rod and reverse step 1 & 2 to secure the rod to the fan and the ball joint.

NOTE: If the extension rod needs to be shortened, cut the rod to the required length and drill the appropriate hole size to fit the ball joint pin. The cut end of the rod should be used on the ball joint end only. When installing a 1.8m extension rod the wiring will need to be extended and joined. This should be done using crimp style connectors.



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2. **Do not** mix blade sets from one fan to another as this may upset the balance of the fan. If only one blade is damaged you are still required to replace with a new set.

Trouble Shooting Tips - Fan

Fan will not start

- Check that the reversing switch is pushed fully into its Summer or Winter position.
- Check wire connections in the wall switch and terminal blocks, ensure all wires are making proper contact.

Fan speed does not correspond to the wall controller

- Check the speeds on the wall controller has been wired correctly and are making proper contact. Brown = speed 1, Purple= speed 2, Red = speed 3.
- Check wires in the terminal block are connected properly, connection wires should be stripped back at the connection point and unused wires should be sealed and capped off.
- Check that the reversing switch is pushed into its Summer or Winter position.

Fan is not responding to the remote control

- Check for flat battery.
- Make sure the dipswitch settings in the hand piece and the remote receiver for the same fan are corresponding.

Fan is wobbling

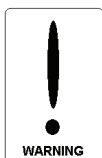
- Check the ball joint slot is locked into the hanger bracket groove.
- Make sure blades are a matching set; the letters on matching sets of blades should be identical with the numbers varying within 3 grams of each other.
- Check blade screws are tightened firmly. If necessary use balancing kit provided to settle the wobble.

Fan is noisy

- Check all screws and parts are secured firmly. Ensure there are no loose parts moving inside the motor housing.
- Make sure the fan is installed with a Pacific International Fans wall controller only, do not use solid state controllers as they can cause unpleasant motor noises.

National Warranty Line 1300 360 280

Monday to Friday from 9am to 5pm EST
Only available within Australia



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Trouble Shooting Tips - Light

- **Light will not turn on** - Make sure globe has not blown and it is properly fitted between the metal prongs. Check all light wires in the light kit, the terminal block in the canopy cover and the wall switch have been connected together correctly.
- **Light is not responding to remote control**- Make sure globe has not blown and it is properly fitted between the metal prongs. Check all light wires in the light kit, the terminal block in the canopy cover and the wall switch has been connected together correctly. Check dip switch settings in remote hand piece and remote receiver correspond.
- **Light wires appear to be missing or too short** - Wires may be stuck in the motor housing. Carefully pull wires out of the motor housing being careful not to damage or strip the wires going to the motor windings as this may cause the fan to short.
- **Light flickers or flashes** - Check globe is secured between the metal prongs in the light kit. Make sure you are using the globes specified. Compact fluorescent globes may not be compatible with dimmer style remote controls (use energy saving encapsulated halogen types instead).

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Quick Checklist

Electricians make sure everything on this checklist is ticked off before you leave the installation site. If you have trouble installing our product please refer to the trouble shooting section on the previous page first then phone the Warranty Line on 1300 360 280 (open 9am to 5pm EST). DO NOT uninstall the fan and DO NOT return fan to retailer.

1.	<u>Ceiling fan is not installed to a solid-state wall controller.</u> Neither leading nor lagging edge controllers will give satisfactory performance. Wall controllers must only be types approved for use by Pacific International Fans.
2.	The fan, optional fan light and bracket is earthed.
3.	Fan and optional fan light are run from the same final circuit.
4.	Mounting bracket must be firmly secured to a solid structure such as a concrete ceiling, steel structure or timber framing. If additional bracing is added it must be firmly secured to the rafters and not left floating on the ceiling. Special mounts, such as T-hooks, are available for certain types of installation.
5.	Fan blades are at least 2.1m (7feet) above floor level.
6.	Check the fan is operating correctly on all three speeds using the wall controller.
7.	<u>If light is installed.</u> Check light switch is functioning properly.
8.	<u>If remote control is installed.</u> Check the fan (and light if installed) is responding to the remote control correctly. Write Dip switch code in user guide.
9.	<u>If remote control is installed.</u> A separate isolation switch has been installed on the supply side of the remote control receiver.
10.	Check electrician's details have been recorded onto the back page of the Owner's Operations and Warranty Manual.