

User Manual

for Digital or Manual controller

v3.1.762



HEX390 Domestic Ventilation System with Heat Exchanger

Balanced Pressure Ventilation



HEX390 Heat Exchange unit

HEX390 Warranty

5 years manufacturing warranty from date of first retail purchase.

This HEX product, when delivered to you in new condition from a HEX authorized dealer and used in normal conditions, will be free from any defects in manufacturing, materials and workmanship for the periods set out above ("Warranty Period"):

Any faulty goods will be repaired or replaced via the HEX dealer.

This warranty is for the manufactured product, it does not include installation or removal.

User Operating Instructions - Manual Controller

Manual Controller

This unit has High / Medium / Low speeds which the homeowner can use to regulate the fresh air amount to suit the load. The 3 speed switch has four settings: Typically:

- 3 - High** - where a number of people are living in the house and/or outside temperatures are moderate
- 2 - Medium** - less people in the house and/or colder outside temperatures
- 1 - Low** - mainly to keep air fresh in the home during extremely cold conditions.
- 0 - Off**



3 speed switch



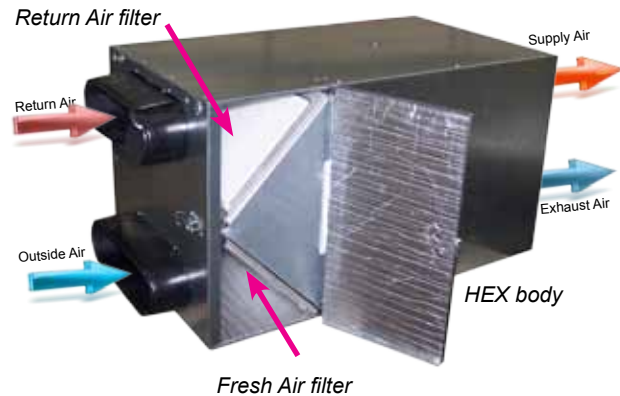
Maintenance

Filters

The unit is supplied with two G3 pre filters. If required, an F7 filter (FBP200+FBPF7) can be installed in the supply side for extra filtration. Alternatively a standard EU2 filter can be used (FBP200+FBPF2).

Cleaning the filters

The internal filters are designed as secondary filters (there should be extended surface filters cleaning the air before reaching the unit). However, when unit filters are heavily soiled, wash or replace the filter material with "HexFilter" (234x380mm) or "HexFilter 222" (222x380mm) for 2015 and earlier models. To wash: use vacuum cleaner to remove excess dust, then wash in warm detergent treated water, keep filters flat or leave in frame to wash.



WARRANTY RETURN

Upon installation, please send to the manufacturer, c/o PO Box 8358, Christchurch (on request by the dealer).

Purchaser: _____

Address: _____

Description: HEX390 _____

Serial number: _____

Purchased from / Dealer: _____

Dealer invoice number: _____

Date of installation: _____

Installed by: _____

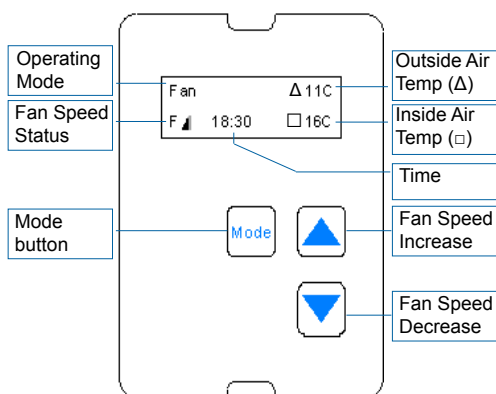
User Operating Instructions - Digital Controller

Digital Controller

This digital controller allows the user to adjust fan speed from high to low (fan limits are set in the commissioning menu to suit the size of house and system layout).

The controller will automatically shut down in summer if outside air temperature (Δ) exceeds 27°C and the home is warm.

There are a number of other features available at time of installation which will need to be discussed with the installer when the unit is commissioned. They include:-

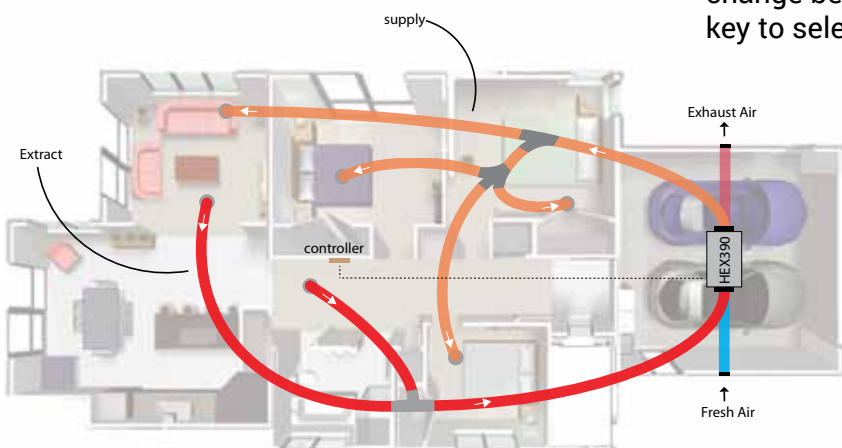


To get to User Menu: press and hold mode button, continue holding while until "User Setup" shows. Use the up arrow to change the options, Mode button to select.



Digital controller

- **Optional supply air boost heater** (when heater fitted) is controlled automatically when outside air temp (Δ) is less than 12°C and home is cold. This is indicated by "H" with bar symbol in the unit display. Heat is controlled over a proportional band so that as Δ gets colder, heater output increases to maximum.
- **Optional winter off mode** shuts down the fan automatically when outside temperature (Δ) is less than 2°C. This is indicated by "Wint off" on the unit display.
- **Optional User System On/Off** is available in User Menu, indicated by "OFF" on unit display. Press any key to return the unit to regular operation.
- **Optional Filter Timer** measures the hours run by the fan and gives a flashing display when the filter needs to be cleaned/replaced.
- **Clock function** has battery back-up in the event of a power failure. Time can be set/adjusted by pressing mode **Mode** and **↓** buttons together until "Entering Menu" then "Set Clock" appears. Time can then be adjusted using up & down buttons, once correct time is set, press "mode" to save new setting.
- **Optional Attic Damper Kit.** A diverting branch can be attached to divert the intake from the outside air to the attic, to utilise the heat gain from the roof during the winter months. Press mode **Mode** and **↑** up arrow together until 'Damper is on' or 'Damper is off' displays. The user can then select between 'Change damper? YES' or 'Change damper? NO' displays. Use the up arrow to change between the two settings and press the mode key to select.



Installer's recommended settings:

	Default	Installer recommended
1. Heater Kit	Yes	Yes / No
Heater ON	time: 19:00 :
Heater OFF	time: 07:00 :
2. Max Fan Speed	60%%
3. Fan Speed Heat	45%%
4. Winter Mode	Yes*	Yes / No
If Yes, shut down temp:	0 °C°C
5. Filter Timer	No	Yes/No
If filter timer Yes:	240 daysdays
6. I/Side Ref Temp	18°C°C
7. O/Side Ref Temp	12°C°C
8. O/Side Degree Offset	0°C°C
9. I/Side Degree Offset	0°C°C
10. Heat P/band	5°C°C
11. Summer Temp S/down	27°C°C
12. User Sys	Off	On / Off
13. Factory Reset		
• Optional attic damper kit installed	No	Yes / No

**some models Winter mode default is 'No'*

NB: The attic damper kit option is always available on the main interface, but it does not affect operation if a damper is not installed

For more information, please see www.home-ventilation.co.nz or www.ventsys.co.nz

Installer Details:

Trouble Shooting

Symptoms	Solutions
Fans not operational	<ul style="list-style-type: none"> • Check circuit breaker in the mains switch board • Check power to the hall controller. If hall controller is active, check the 2A fuse in the attic controller, after isolating the power to the unit.
Fan too noisy	<ul style="list-style-type: none"> • Check the Max Fan Speed setting match the recommended setting for the house size, lower the speed of fan if necessary
Outside temperature incorrect	<ul style="list-style-type: none"> • Set the correction in commissioning menu
Inside temperature incorrect	<ul style="list-style-type: none"> • Set the correction in commissioning menu
Heater Fault	<ul style="list-style-type: none"> • Check fans are operational • Check fan speed heat setting, increase the value if necessary
Unexpected Filter Full notification	<ul style="list-style-type: none"> • Check the setting in commissioning menu and adjust if necessary

All electrical work must be conducted by a qualified electrician to NZ standards.