



A Donaldson Company

A WORLD LEADER IN FUME
EXTRACTION TECHNOLOGY

V 300E

USER MANUAL

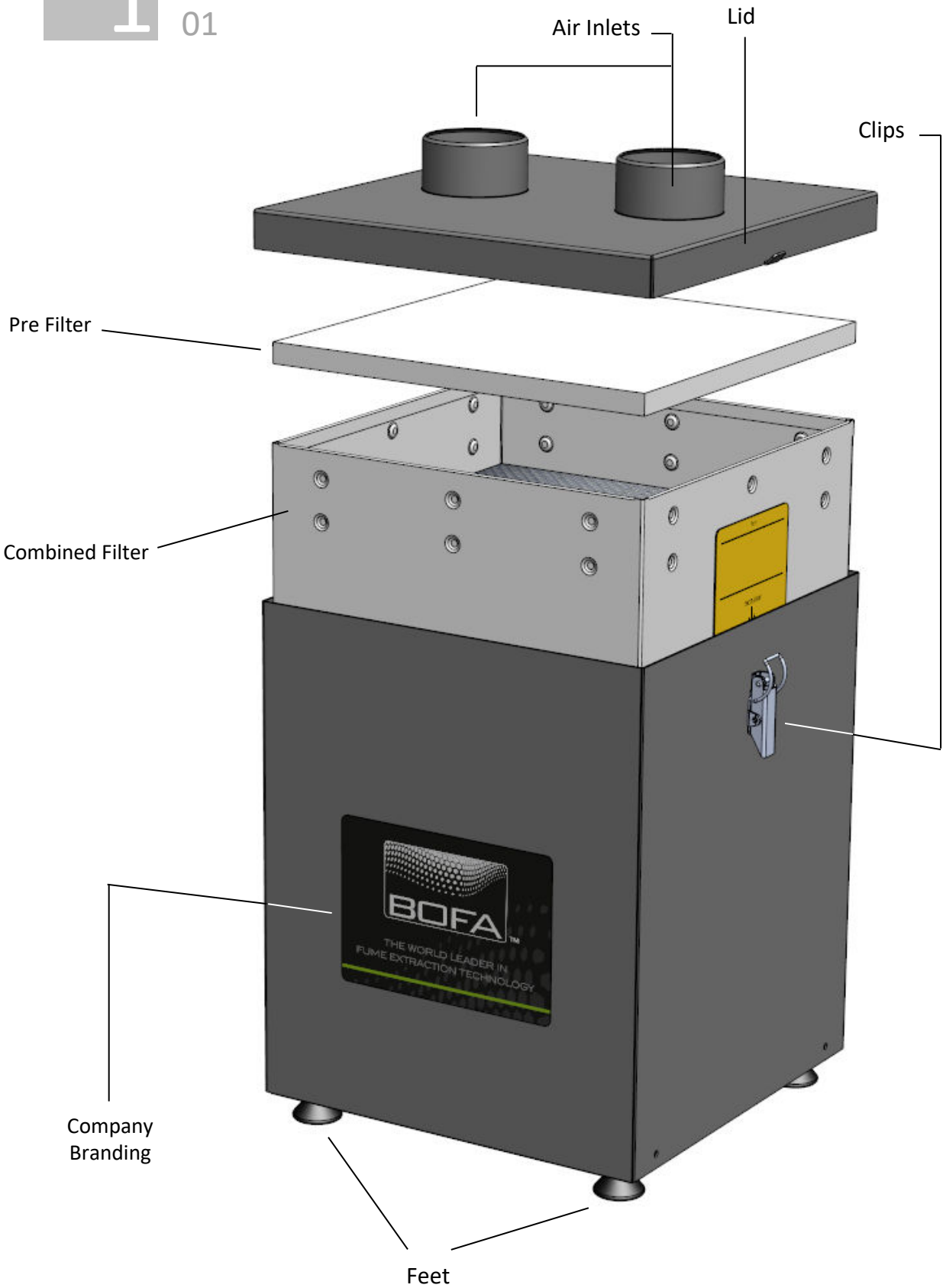


Contents

1	01	Overview of your extraction system (front)
	02	Overview of your extraction system (back)
2	01	Important safety notes
	02	Safety labels
3	01	Unpacking and unit placement
4	01	Connecting to power supply
5	01	Turning extractor on
6	01	Cleaning the unit
	02	Filter replacement
7	01	Consumables spares & filter disposal
8	01	V 300E specifications

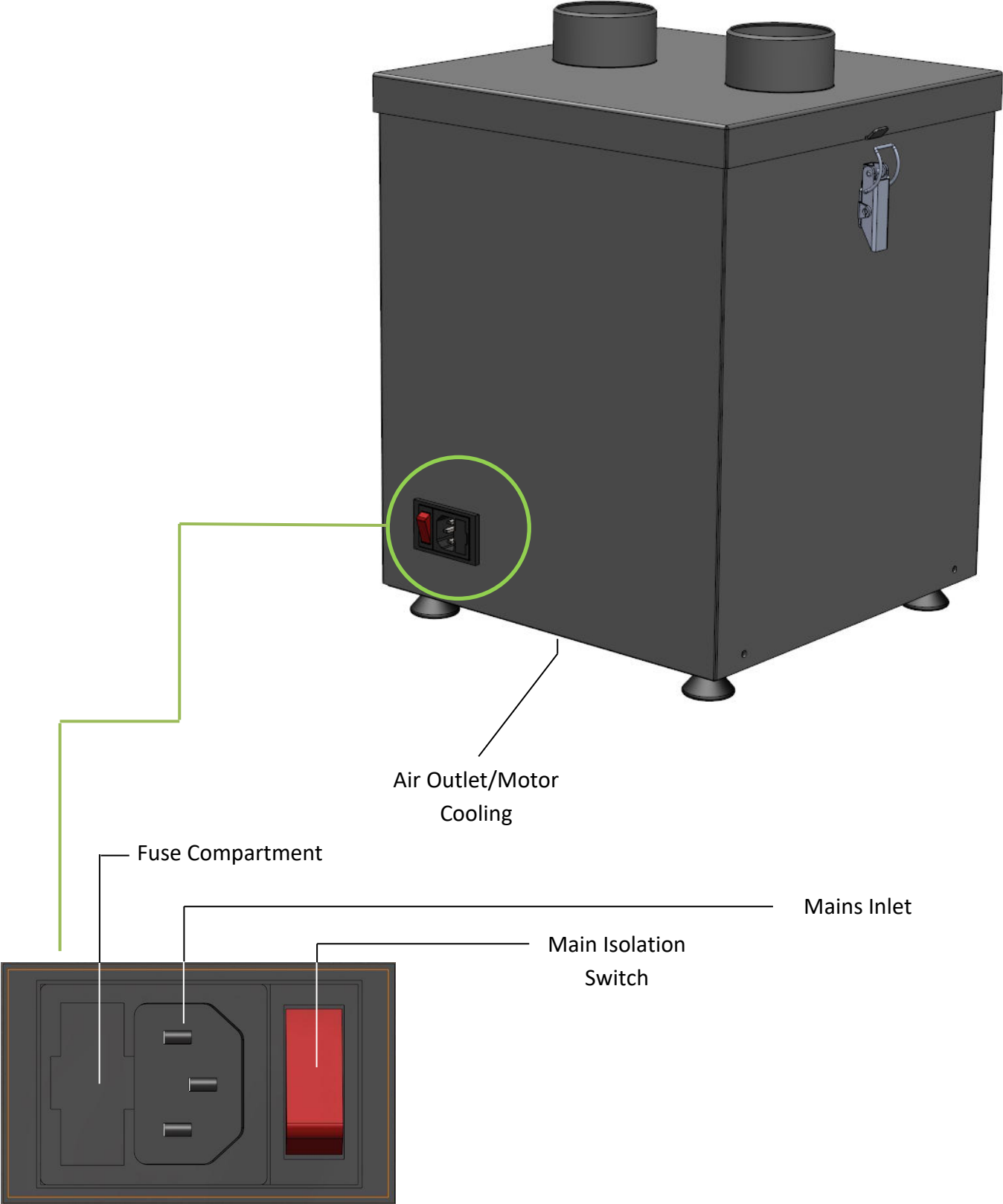
Overview

1 01



Overview

1 02



Safety Instructions



Important safety notes

Concerning symbols used on the extraction unit and referred to within this manual.



Danger

Refers to an immediately impending danger. If the danger is not avoided, it could result in death or severe (crippling) injury. Please consult the manual when this symbol is displayed.



Warning

Refers to a possibly dangerous situation. If not avoided it could result in death or severe injury. Please consult the manual when this symbol is displayed.



Caution

Refers to a possibly harmful situation. If not avoided, damage could be caused to the product or something in its environment.



Important (Refer to manual)

Refers to handling tip and other particularly useful information. This does not signify a dangerous or harmful situation. Refer to manual when this symbol is displayed.

Electrical Safety

The unit has been designed to meet the Essential Health and Safety Requirements of the Machinery Directive 2006/42/EC.

Warning

When working with the pump/motor housing open, Live 230/115 volt mains components are accessible. Ensure that the rules and regulations for work on live components are always observed.

Important

To reduce the risk of fire, electric shock or injury:

1. Always isolate the system from the mains power supply before removing the pump/motor access panel.
2. Use only as described in this manual.
3. Connect the system to a properly grounded outlet.

Dangers to eyes, breathing and skin

Once used, the filter within the system may contain a mixture of particulates, some of which may be sub-micron size. When the used filters are moved it may agitate some of this particulate, which could get into the breathing zone and eyes of the operative. Additionally, depending on the materials being used, the particulate may be an irritant to the skin.

This unit should not be used on processes with sparks of flammable materials or with explosive dusts and gases, without implementation of additional precautions.

Caution: When changing used filters always wear a mask, safety shoes, goggles and gloves.

Carbon selection

Please note that the media within the filter fitted in the system is capable of adsorbing a wide range of organic compounds. However, it is the responsibility of the user to ensure it is suitable for the particular application it is being used on.

Intended use

This equipment has been designed to extract and filter fume from a variety of applications. However it is the users responsibility to ensure the equipment is installed correctly and is suitable for the application.

This machine must not be used on wet applications or acidic fumes.

BOFA Technical Service

If problems arises with your unit please contact us:

- Visit our website at www.bofainternational.com for on-line help.
- Or contact the helpline on **+44 (0) 1202 699 444**, Mon-Fri, 9am-5pm.
Email: Technical@bofa.co.uk

Safety Instructions



Warning and Information labels

The following listing details labels used on your extraction unit.

Goggles, Gloves & Mask Label



Location: Front face of filter.

Meaning: Goggles, Gloves and Masks should be worn while handling used filters.

Do Not Cover Label



Location: Bottom panel.

Meaning: Do not cover any louvers or holes adjacent to the label.

Electrical Danger



Location: Bottom Panel

Meaning: Removal of panels with this label attached will allow access to potentially live components.

Warning Label



Location: Next to release clips.

Meaning: Power should be isolated before the panel with this label attached is opened/ removed.

Serial Number

For future reference, fill in your system details in the space provided. The serial number is on the rating label located on the side/rear of the unit.

Serial Number:

V	3	0	0	E	-														
---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Serial Number Label



Location: Next to mains inlet.

Meaning: This label contains a variety of information about the extraction unit, including.

- Company name, Address & Contact number
- Extractor model
- Unit serial number
- Operating voltage range
- Maximum current load
- Operating frequency
- Year of Manufacture
- Relevant approval markings/ logos

PLEASE NOTE: If the equipment is used in a manner not specified by the manufacturer, the protection provided by the equipment maybe compromised.

Fire Risk Warning

In the very rare event that a burning ember or spark is drawn into the fume extraction unit, it may be possible that the filters will ignite.

Whilst any resultant fire would typically be retained within the fume extraction unit, the damage to the extractor could be significant. It is therefore essential to minimise the possibility of this occurring by undertaking an appropriate Risk assessment to determine:-

- a). Whether additional fire protection equipment should be installed.
- b). Appropriate maintenance procedures to prevent the risk of build-up of debris which could potentially combust.

This unit should not be used on processes where sparks could occur, with explosive dusts and gases, or with particulates which can be pyrophoric (can spontaneously ignite), without implementation of additional precautions

It is essential that nozzles or other extraction/ fume capture devices and hoses/pipework are cleaned regularly to prevent the build-up of potentially ignitable debris

Before Installation

3 01

Packaging Removal & Unit Placement

Before installation, check the extraction unit for damage. All packaging must be removed before the unit is connected to the power supply.

Please read all instructions in this manual before using this extractor.

1. Move the unit to the location where it is going to be installed and remove the outer packaging. **This unit should be installed in a well-ventilated area.**

Ensure that 500 mm space is available around any vented panels on the extractor to ensure adequate airflow.

2. Check the filter is located in its correct position before replacing the lid and securing the clips



Do not block or cover the airflow and motor cooling ports on the unit, as this severely restricts airflow and may cause damage to the unit.



Under no circumstances should the exhaust outlet/s be covered as this will restrict the airflow and cause overheating.



Installation

4 01

Specification

Refer to section 10 01.

Connection to Power Supply

Please follow the above specification when selecting the power supply outlet for the extraction system, ensure the power supply is suitable before connecting the system.

Check the Integrity of the electrical power cable, if the supply cord is damaged the extraction unit should not be connected to the mains. The supply cord should only be replaced by a BOFA engineer as an electrical safety test may be required after replacement.

The extraction unit **MUST** be connected to a properly earthed outlet.

If your extraction system was ordered with any optional extras please read section 4.03 before the power connection is made as additional connections may be required before power is connected to the extractor.



Connect the power cable to an isolated electrical supply.



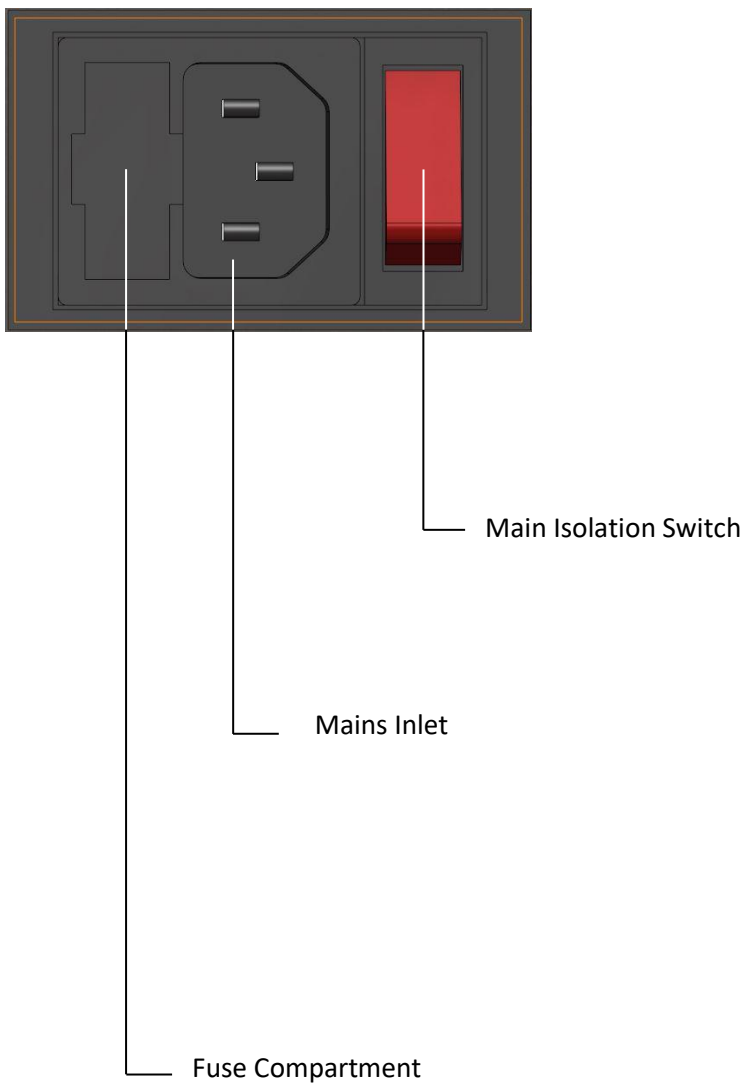
The mains socket should be installed near the extractor it should be easily accessible and able to be switched On/ Off. The cable run should be arranged so as not to create a trip hazard.

Operation



Turning extraction unit On

The unit features a fused IEC inlet for the mains cable as well as a main isolation switch. The unit can be powered on and off by pressing the red rocker switch to the right hand side.



Maintenance



Maintenance UK

It is a legal requirement, under regulation 9 of the COSHH regulations that all local exhaust ventilation systems are thoroughly examined and tested at least once every 14 months (typically carried out annually). The approved code of practice recommends that a visual check should be carried out at least once a week.

COSHH requires the annual inspection and testing to be carried out by a competent person and specifies that documentation results are recorded in a log.

Contact the seller for more information about inspection and certification.

Maintenance General

User maintenance is limited to cleaning the unit and filter replacement, only the manufacturers trained maintenance technicians are authorised to carry out component testing and replacement. Unauthorised work or the use of unauthorised replacement filters may result in a potentially dangerous situation and/or damage to the extractor unit and will invalidate the manufacturer's warranty.

Cleaning the unit

The powder coat finish can be cleaned with a damp cloth and non-aggressive detergent, do not use an abrasive cleaning product as this will damage the finish.

The cooling inlets and outlets should be cleaned once a year to prevent build-up of dust and overheating of the unit.

Filter Information

A log of filter changes should be maintained by the user. The filters require attention when the display shows the configuration shown on the next page or when the extractor

no longer removes fume efficiently.

It is recommended that a spare set of filters are kept on site to avoid prolonged unit unavailability. Part numbers for replacement filters can be found on the filters fitted in your system.

To prevent overheating, units should not be run with a blocked filter condition, or with dust obstruction of Inlets / Outlets.

Fire Risk Warning

In the very rare event that a burning ember or spark is drawn into the fume extraction unit, it may be possible that the filters will ignite.

Whilst any resultant fire would typically be retained within the fume extraction unit, the damage to the extractor could be significant.

It is therefore essential to minimise the possibility of this occurring by undertaking an appropriate Risk assessment to determine:-

- a). Whether additional fire protection equipment should be installed.
- b). Appropriate maintenance procedures to prevent the risk of build-up of debris which could potentially combust.

This unit should not be used on processes where sparks could occur, with explosive dusts and gases, or with particulates which can be pyrophoric (can spontaneously ignite), without implementation of additional precautions

It is essential that nozzles or other extraction/ fume capture devices and hoses/pipework are cleaned regularly to prevent the build-up of potentially ignitable debris

Maintenance

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Filter Replacement

Refer to section 2 02 for PPE requirements.

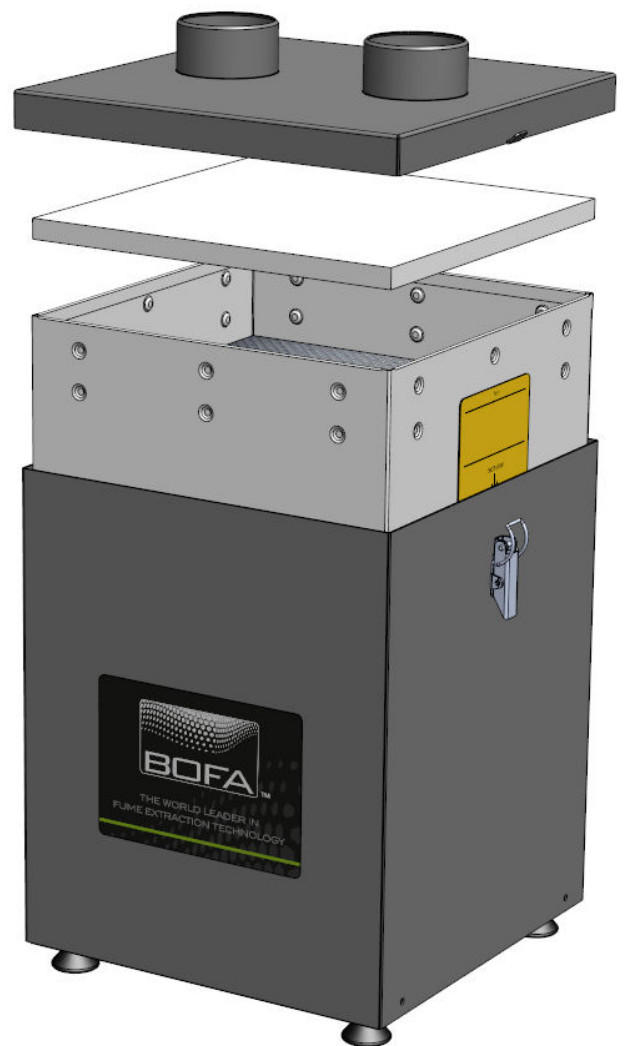
When the extraction no longer removes fume effectively, the filters need to be replaced.

To remove and replace the pre filter follow the procedure detailed below.

1. Isolate the electrical supply to the extractor
2. Undo the clips on the sides of the unit and remove the lid.
3. Lift the filter out of the unit. Once removed it is recommend that the used filters are bagged and sealed.
4. Lower the new filter into position.
Replace the lid, and fasten the clips.

To remove and replace the combined filter follow the procedure detailed below.

1. Isolate the electrical supply to the extractor
2. Undo the clips on the sides of the unit and remove the lid.
3. Lift the pre filter out of the combined filter.
4. Lift the combined filter out of the unit. Once removed it is recommend that the used filter is bagged and sealed.
5. Lower the new filter into position.
6. Replace the divider and then the Pre Filter.
7. Replace the lid, and fasten the clips.



Note: The filters MUST be fitted when the extractor is in use.

Replacement Parts



Consumable Spares

The system contains a pre filter and a combined filter, (see section 6 for replacing the filters).

To maintain performance it is important that the filters are replaced with identical BOFA filters. To re-order please refer to the Filter number printed on the filter installed in your extraction unit.

Maintenance Protocol

Users can record changes in filter change intervals on the table below.

Unit Serial Number:			
Pre Filter		Combined Filter	
Date	Engineer	Date	Engineer

Filter disposal

The filters are manufactured from non-toxic materials. Filters are not re-usable, cleaning used filters is not recommended. The method of disposal of the used filters depends on the material deposited on them.

For your guidance

Deposit	EWC Listing*	Comment
Non Hazardous	15 02 03	Can be disposed of as non-hazardous waste.
Hazardous	15 02 02M	The type of hazard needs to be identified and the associated risks defined. The thresholds for these risks can then be compared with the amount of material in the filters to see if they fall into the hazardous category, if so, the filters will need to be disposed of in line with the local/national regulations.

*European Waste Catalogue

System Specifications

Wiring schematic available upon request
Spares parts list available upon request



Unit: V300-E

Capacity: 320m³h (188CFM)

Weight: 15kg (33lbs)

Motor: Centrifugal Fan

Output: 230V:0.25kw 115V: 0.255kw

Electrical supply: 115-230V

No of phases: 1

Hertz: 50/60Hz

Full Load Current: 230V:1.1A 115V: 2.1A

Noise Level: Below 52dBA

(at typical operating speed)

61010 Stability test results:

Size:

	Metric (mm)	Imperial (inches)
Height	450	17.72
Depth	310	12.2
Width	330	13.0

Filters:

Filter Type	Construction	Efficiency
Combined Filter	Treated Activated Carbon	99.997% @0.3µm
Pre Filter	Filter Pad	75% Coarse

Environmental operating range:

Temperature: +5°C to + 40°C

Humidity: Max 80% RH up to 31°C

Max 50% RH at 40°C

Contact Information

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A WORLD LEADER IN FUME
EXTRACTION TECHNOLOGY

E C DECLARATION OF CONFORMITY

Manufacturer: BOFA International Ltd,
Address: 21-22 Balena Close,
Creekmoor Ind Estate,
Poole, Dorset,
BH17 7DX.

Country of origin: England, United Kingdom

Product: Fume Extraction Unit
V300E

Serial Number:

The named product is in conformity with the requirements of the following European Directives:

2006/42/EC Machinery Directive
2014/30/EU EMC Directive
2011/65/EU RoHS Directive

Conformity with the requirements of the directives is testified by adherence to the relevant parts of the following harmonised standards:

BS EN 61010-1-2010+A1:2019	Safety requirements for electrical equipment
BS EN ISO 12100:2010	Risk assessment and risk reduction
BS EN 61000-3-2:2014	EMC limits for Harmonics
BS EN 61000-3-3:2013	EMC limits for Voltage fluctuations & flicker
BS EN 61000-6-2:2005	EMC immunity requirements
BS EN 61000-6-4:2011	EMC emission requirements

Paul Beeson – Product Certifications
BOFA International Ltd – Balena Close Poole BH17 7DX

Tony Lockwood, Managing Director
For and on behalf of BOFA International Ltd
1st Jan 2020





Local Exhaust Ventilation System - **Inspection Record**

Health & Safety at Work Act 1974 - Control of Substances Hazardous to Health - Regulation 9 (2002)
Thorough Examination and Testing of Local Exhaust Ventilation Systems

Company:	System Designation:	System Installation Date:
Designated Person:		

Inspection and Maintenance Schedules

1. Daily checks
2. Weekly inspection of process enclosure, extract offtake, hose/ducting and extract/filtration unit.
3. Monthly inspection of process enclosure, extract offtake, hose/ducting and extract/filtration unit.
4. Yearly inspection / testing

**Process enclosure, extract offtake(s), hose/ducting and extract/filtration unit.
Inspection and Maintenance Record**

1. Daily inspection

Inspection of the process to ensure extract devices/nozzles/enclosures/hoses are in place and correctly positioned. Examination of the extractor to ensure it is running. This to be carried out by the operator. Daily inspection not recorded.

2. Weekly Inspection

Weekly inspection by supervisor of physical condition of extract devices/nozzles/enclosures/hoses and extraction unit for damage, change (parts added or removed) and correct operation etc. Check also that daily inspections have been completed. Tick boxes to confirm system ok / change. Add details of any changes. Report changes to Engineering Manager. Record any remedial actions taken.

Week number	Date	System ok	System Change	Details of change / repairs etc	Initial
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					

**Process enclosure, extract offtake, hose/ducting and extract/filtration unit.
Inspection and Maintenance Record**

2. Weekly Inspection

. . . . Continued

Weekly inspection by supervisor of physical condition of extract devices/nozzles/enclosures/hoses and extraction unit for damage, change (parts added or removed) and correct operation etc. Check also that daily inspections have been completed. Tick boxes to confirm system ok / change. Add details of any changes. Report changes to Engineering Manager. Record any remedial actions taken.

Week number	Date	System ok	System Change	Details of change / repairs etc	Initial
27					
28					
29					
30					
31					
32					
33					
34					
35					
36					
37					
38					
39					
40					
41					
42					
43					
44					
45					
46					
47					
48					
49					
50					
51					
52					

**Process enclosure, extract offtake, hose/ducting and extract/filtration unit.
Inspection and Maintenance Record**

3. Monthly Inspection

In addition to weekly checks. Disconnect hoses and check for blockage and smooth operation of fan, signs of dust or vapour / gas / odour carry over. Tick boxes to confirm system ok / change. Add details of any changes. Report changes to Engineering Manager. Record any remedial actions taken.

Month number	Date	System ok	System Change	Details of change / repairs etc	Initial
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

4. Yearly Inspection

Annual service To include all regular checks together with inspection of filter condition and replacement where necessary, motor and electrical checks,	Comments	Signature of Supervisor : Date:
Annual Thorough Inspection and Testing of LEV System in accordance with C.O.S.H.H. Regulation 9 (max interval 14 months) including reporting.	Comments	Signature of Supervisor : Date: