

Work Description Handout
According to A_PE3 – Placing and mounting of a window AC system

| Install a WAC in to existing frame in window | | |
|---|----------|-------|
| Subject | Comments | Check |
| Obtain permit of work, execute risk assessment | | |
| Undertake worksite preparation, tools, equipment and PPE check (having risk assessment in mind) | | |
| Safeguard the workshop area and inform involved parties | | |
| Place unpacked unit safely with its accessories on work table | | |
| Verify and read the technical documentation | | |
| Remove grille and filter etc. | | |
| Remove cabinet-base tray locks | | |
| Pull out base tray/unit from the cabinet | | |
| Install cabinet inclined backward/outward slightly (4-6mm) | | |
| Drill 8 holes on wooden frame (6mm \varnothing) | | |
| Fix outer cabinet firmly to wooden frame | | |
| If required, apply grease to bottom of base tray & channels | | |
| Slide base tray into outer cabinet with adequate care of all tubes | | |
| Fill thermal insulation between outer cabinet & wooden frame | | |
| Ensure proper and clean appearance of installed unit | | |
| Install anti-theft locks if provided with the air-conditioner | | |
| Install the filter, grille & drain tray etc. to base tray from outside | | |
| Check provided power supply | | |
| Connect power cord to power point and switch-on unit | | |
| Set control panel as desired and start the air-conditioner | | |
| Permit air-conditioner to run for about 20-25 minutes | | |
| Prepare installation protocol | | |
| Cleaning, maintaining and preserving of tools, practical exercise and work-place | | |
| Demonstrate effective use/benefits, explain features and brief client | | |

Total time slot 75 minutes