

OPERATION, CLEANING & MAINTENANCE

READ ALL INSTRUCTIONS BEFORE USE

This Manual must be viewed by Staff and Contractors involved in the operation, cleaning and maintenance of the Pollufresh Ventilation System.



Pollufresh

The Pollufresh captures and filters the cooking effluent from the electric griddle and fryer.

It contains multiple filters to progressively remove large and fine contaminants and adsorb odours from the kitchen exhaust so that the air can be vertically discharged within the terminal. To ensure ongoing performance, the unit must be cleaned regularly, and the filters must be serviced and/or replaced before they become overloaded.

The Pollufresh control system monitors the system to shut down the system if filters become overloaded and to prevent exhaust operation if the filters are not in place.

The user interface displays two screen views to observe the status of the fan and to observe the status of the filters. This informs operators to do the maintenance to ensure ongoing effective contaminant removal.

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1.0 Introduction

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Warranty & Registration

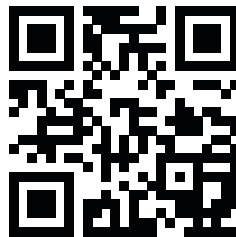
1.1 Australia and New Zealand Warranty

1.1.1 Warranty Period

All Stoddart manufactured and distributed products are covered by Stoddart's standard Australia and New Zealand Product Warranty (minimum 12 month on-site parts and labour, terms and conditions apply). Further to this standard warranty, certain products have access to an extended warranty. Full terms, conditions and exclusions can be found using the below Link/QR code.

1.1.2 Warranty Registration

To register your new product, Follow the below Link/QR code.



www.stoddart.com.au/warranty-information

1.2 Attention

Carefully read this instruction booklet, as it contains important advice for safe installation, operation and maintenance. Keep this booklet on hand until commissioning has been completed. This manual is to be passed onto the owner/facility at the project completion. New personnel must have training provided before operating the equipment

Disclaimer

The manufacturer and distributor cannot be held responsible or liable for any injuries or damages of any kind occurred to persons, units or others, due to **abuse and misuse** of this unit in regards to installation, removal, operation, servicing or maintenance, or lack of conformity with the instructions indicated in this documentation.

All units made by the manufacturer are assembled, where possible, and ready to install. Any installation, removal, servicing, maintenance and access or removal of any parts, panels or safety barriers that is not permitted, does not comply in accordance to this documentation, or not performed by a **trained and authorised specialist** will result in the **immediate loss of the warranty**.

The manufacturer cannot be held responsible or liable for any **unauthorized modifications** or repairs. All modifications or repairs must be approved by the manufacturer in writing before initiating. All modifications or repairs performed to this unit **must** be performed at all times by a **trained and authorised specialist**.

1.3 General Information

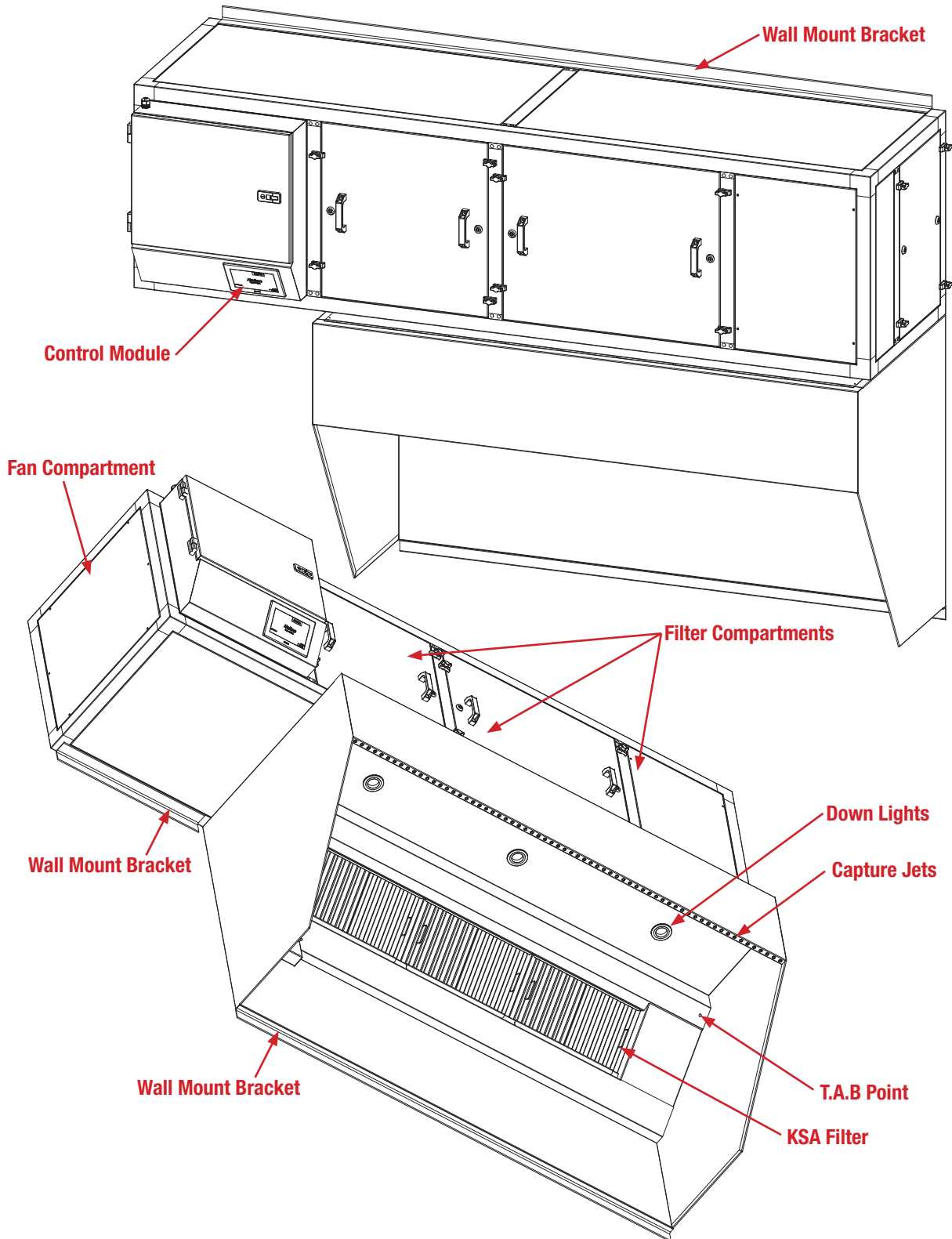
When using any electrical unit, safety precautions must always be observed.

Our units have been designed for high performance. Therefore, the unit must be used exclusively for the purpose which it has been designed. Read these instructions carefully and retain for future reference.

- DO NOT use this unit for any other purpose than its intended use
- Keep fingers out of "pinch point" areas
- Threaded fasteners can loosen in service. Regular inspection and tightening should be carried out as required
- If any fault is detected, refer to the troubleshooting guide





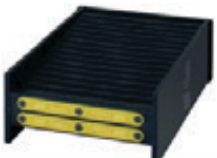


1.3 Pollufresh Overview

Note: The bellow Pollufresh is an example only. Your Pollufresh will be a different size and may have more/less modules. However, the layout of the components/modules remains the same. It may also be supplied in separate parts, requiring site connections



1.4 Components of the Pollufresh

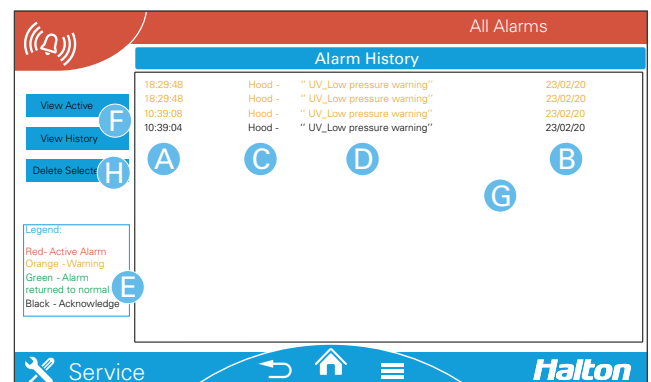
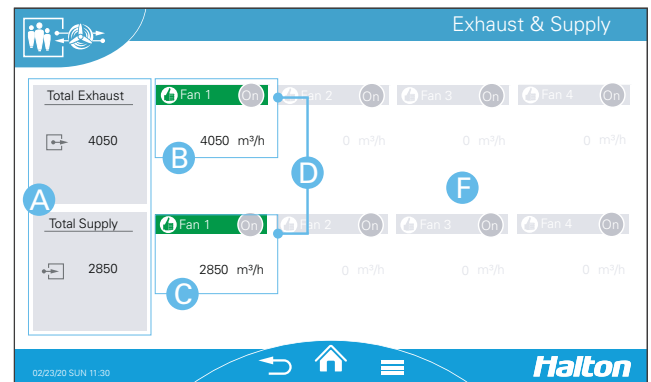
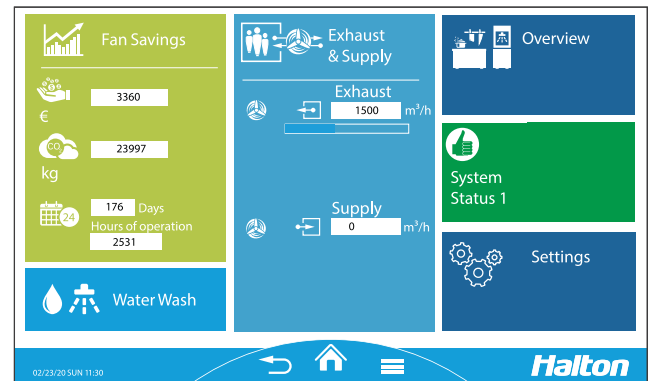
The Pollustop is an exhaust air treatment system that includes 4 levels of filtration (Pleated filters, HEPA filters and Carbon Filters), an exhaust fan and controllers with Touch screen user interface.

<p>1.4.1 KSA Grease Filters Stainless Steel Cyclonic Filters. UL1046 Classified. Efficiently removes most of the grease, moisture and food from the cooking emissions. 500 x 330 x 50 mm (Part ID: CMHAL.0019)</p>	
<p>1.4.2 1st Pleated Filter Disposable MERV 8 (G4 or F5) grade filter to protect subsequent finer filters from larger grease, moisture and food particles that get past the KSA Filters. Pressure drop; Clean 20 - 30 Pa, Dirty 125Pa, Overload 150Pa. 600 x 600 x 95 mm (Part ID: CMGE.0054(G4) or CMFIL.0069(F5))</p>	
<p>1.4.3 2nd Pleated Filter Disposable MERV 13 (F7) grade filter removes finer particles to extend the service life of the subsequent HEPA Filter. Pressure drop; Clean 20 – 40 Pa, Dirty 200Pa, Overload 250Pa. 600 x 600 mm x 95mm (Part ID: CMGE.0055)</p>	
<p>1.4.4 HEPA Filter Disposable MERV 16 (H11) grade filter captures the very fine grease and smoke particles (95% DOP efficiency 0.3 microns and above). Pressure drop; Clean 100 - 150Pa, Dirty 400 Pa, Overload 550 Pa. 600 x 600 x 300mm (CMGE.0056 (NH))</p>	
<p>1.4.5 Carbon Filters Disposable Activated Carbon Filter adsorbs most gas phase contaminants to reduce odour emissions into a sensitive environment. Pressure drop; Clean 50-100 Pa, Dirty 140 Pa, Overload 160 Pa. 600 x 600 x 25 mm (Part ID: CMFIL.0048)</p>	
<p>1.4.6 Control Touchscreen The Touchscreen user interface shows Fan and Filter Status. Blue tabs turn red to draw attention if there are any issues. (Part ID: CMHAL.0076)</p>	
<p>1.4.7 Exhaust Fan Centrifugal fan with backward Curve Blades and 3Ph 2.5kW EC motor. (Part ID: CMEL.2480)</p>	

2.1 Touch Screen Interface

This menu relates to the Pollustop Exhaust Air Treatment unit. It monitors the contaminant load of the filters and adjusts the speed of the fan to maintain exhaust airflow.

1. Ensure the power isolator on
2. The touchscreen shows the home screen
3. When the Fan Run/Stop button is pressed, a red indicator illuminates, the lights in the exhaust hood illuminate and the CaptureJet and Exhaust Fan ramp up to the operating speed
4. When the System is operating, the home screen shows the exhaust airflow in m3/hour and a green/amber/red indicator shows in the system status area
5. The blue Exhaust & Supply fan panel can be touched to interrogate the fan status. The fans will appear with the airflow and fan status
6. The System Status area that illuminates green, amber, red can be pressed to show the alarm log
7. The Alarms are listed with the date, time and description. Red and amber
8. Alarms will revert to green or black when alarm has cleared
9. The User can select an alarm line and delete that alarm if the alarm is no longer active
10. The administrator can reset the list



Instruction is on or off. No fault is detected at fan(s) level.



Instruction is on or off. The fan has at least one advisory alarm which is not likely to prevent its operation.



Instruction is on or off. The fan has at least one critical alarm which is likely to prevent its operation. A critical alarm has to be acknowledged. It can be combined with an advisory alarm.



All systems operate properly and do not need specific attention.

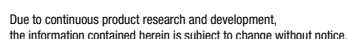


Advisory alarm on at least one system. When displayed, the system(s) still operate correctly but a maintenance operation may be required.



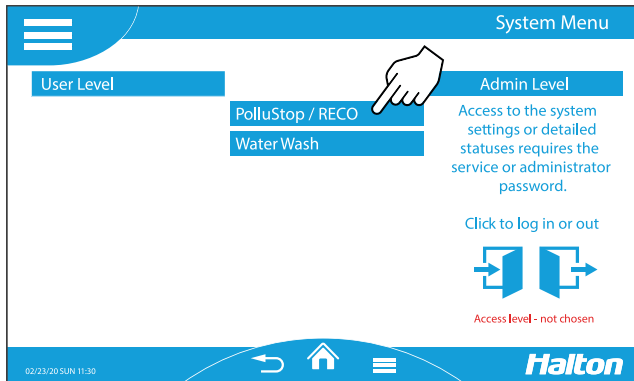
Critical alarm(s) which require(s) a specific attention. The system(s) may be switched off.

Select the 3 Bars at the bottom of the screen. Select Administrator and press the enter door symbol. Enter the Admin password ---- (contact Stoddart) and Ent. The bottom of the screen is grey in Admin mode. To exit Admin mode, select the back arrow and the exit door symbol.

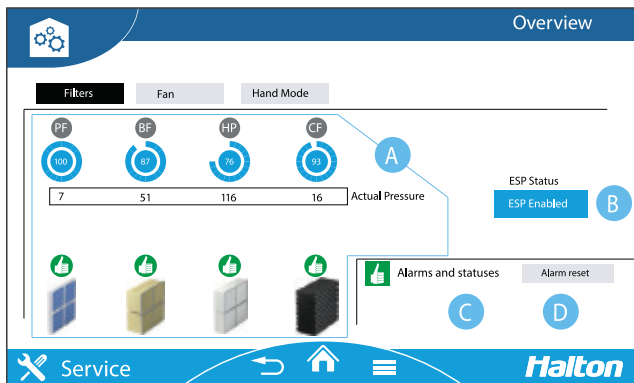


2.3 Pollustop Fan & Filter

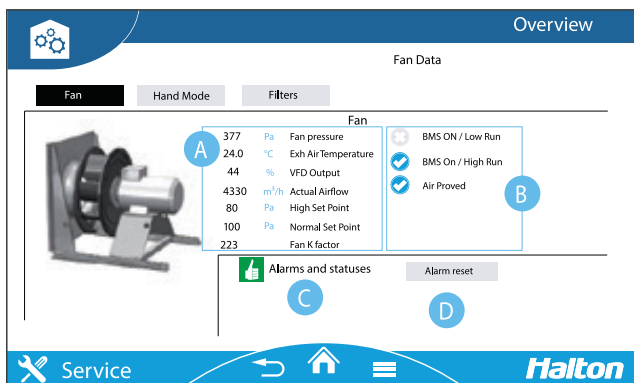
Filter module alarms can be reset in both user and administrator modes. When this function is carried out in User Mode, the administrator functions are not displayed at all. An alarm can be reset only if it has been fixed beforehand. If this is not the case the "Reset Alarms" button won't prompt effective action. When clicking on the button, it turns from blue to white. The resetting procedure is complete when the button turns back to blue.











2.3.1 Filters



2.3.2 Fan



PF		Pre-filter		Cleanliness level 0 is dirty 100 is clean
BF		Bag-filter		Clean
HP		HEPA-filter		Dirty
CF		Carbon-filter		Overload

Actual pressure:

Differential pressure on each filter

Baseline SP (Administrator mode only):

Pressure loss of the filter clean

(set from factory or during commissioning)

Dirty SP (Administrator mode only):

Pressure loss of the filter dirty

(set from factory or during commissioning)

Overload SP (Administrator mode only):

Pressure loss of the filter overloaded

(set from factory or during commissioning)

Fan pressure

Exhaust Air Temperature

VFD Output:

Speed set point sent to the fan's frequency drive, expressed in % (0-10v output).

Actual Airflow:

Exhaust airflow rate at fan level calculated based on the fan pressure and its k airflow factor.

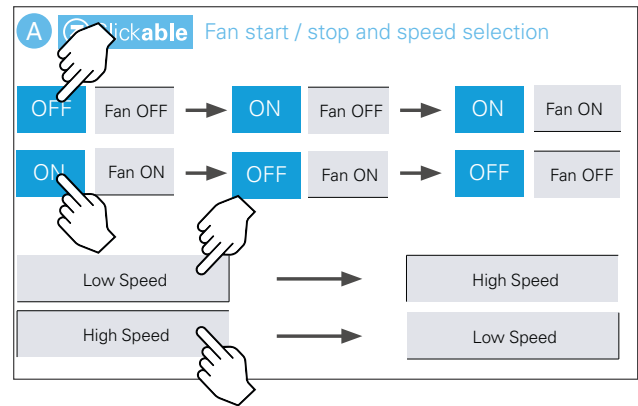
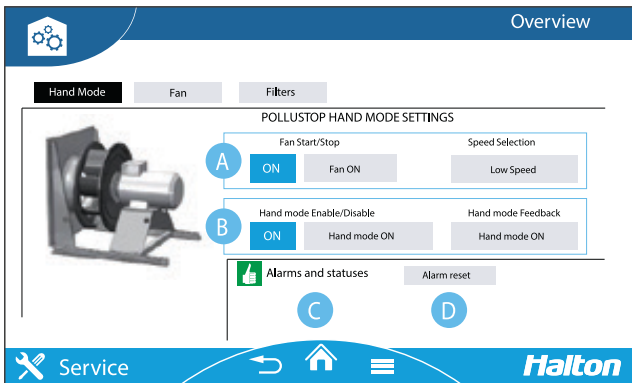
High and normal set points:

For constant pressure control logic only - High run and low run pressure set points.



Fan k factor:

k factor of the fan (provided by the manufacturer)

2.3.2 Hand Mode



3.1 Recommended Cleaning And Maintenance Schedule

	<p style="text-align: center;">IMPORTANT</p> <p>Some commercial stainless steel cleaners leave residue or film on the metal that may entrap fine particles of food, deeming the surface not FOOD SAFE</p>		<p style="text-align: center;">WARNING</p> <p>Wait until the unit has cooled to a safe temperature before undertaking any cleaning or maintenance. Contact with hot surfaces can cause burns and serious injury</p>
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For good kitchen hygiene, the exhaust hood should be visually inspected by management at least once per week. The below 'Cleaning and Maintenance Schedule' can also be found attached on the inside of the exhaust hood. These provide a cleaning guide for Extreme, Heavy and Light duty operation. Regular tasks for the operator include cleaning the hood's surfaces, emptying the grease pots and washing the filters. Additionally, a service technician is required to periodically perform routine maintenance tasks.

This schedule is only a guide. The frequency of cleaning will depend on the type and duration of cooking as well as the product and cooking oils used.

Legend:

- X – extreme usage
- H – heavy usage
- L – light usage

Item	6-12 Hours	Daily	Weekly	2 Weeks	1 Month	3 Months	6 Months	12 Months
Check Indicator Lights Match Operation	X	H	L					
3.2 Clean Exposed Hood Surfaces	X	H	L					
3.3 Grease Pots - Inspect and Empty	X	H	L					
3.4 KSA Cyclonic Filters – Inspect and Wash		X	H	L				
3.5 Replace Pleated Filters (when touchscreen shows dirty or before) Maximum period cycle is monthly			X	H	L			
3.5 Replace HEPA Filter (when touchscreen shows dirty or before) Maximum period cycle is 6 monthly					X	H	L	
3.5 Replace Carbon Filters (when touchscreen indicates or before) Maximum period cycle is 12 months						X	H	L
** Inspect And Service Exhaust Fan						X	H	L
Check Exhaust Hood Airflow Balance						X	H	L
Clean and Service Capture Jet Fans Check fasteners are all tight								X, H, L
Test Emergency Stop Button								X, H, L

3.2 Exposed Pollufresh Surface

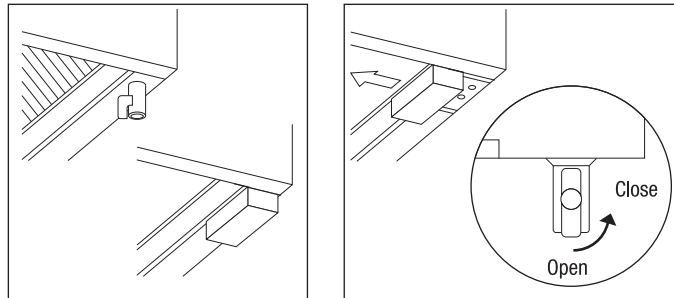
Check all metal surfaces to ensure that there is no accumulation of grease or dirt and that there is no surface damage that could harbour dirt and bacteria. Clean exposed interior and exterior surfaces of hood and light fixture with mild soapy water or a neutral product. Carefully rinse away all surplus cleaning product.

Cleaning Task	Cleaning Agent	Comments
Routine cleaning	Use mild detergent and warm water	Use a sponge or clean cloth, rinse with clean water, wipe dry if necessary
Oil or Grease	Use cleanser or organic solvents (e.g. acetone, alcohol or methylated spirits)	Apply cleanser to a damp cloth or sponge and rub cleanser on the metal
Stubborn stains, soil and burnt deposits	Mild cleaning solutions (e.g. specialty stainless steel cleaners)	Use rag or fibre brush (soft nylon or natural bristle) or scotch-brite™ scouring pads. Do not use steel wool. Rub in the direction of the grain and polish lines. Rinse well with clean water and wipe dry

3.3 Grease Pots – Inspect and Empty

1. Regularly check grease collection pots as they collect the oil separated from the exhaust air
2. To remove the pot from the hood, lift and slide the pot forward out of its holder (carefully if it is full and hot)
3. Empty the oil into a waste oil container for recycling
4. Wash the pot with hot soapy water before re-fitting it to the hood
5. Replace the pot immediately as oil will continue to drip from the drain

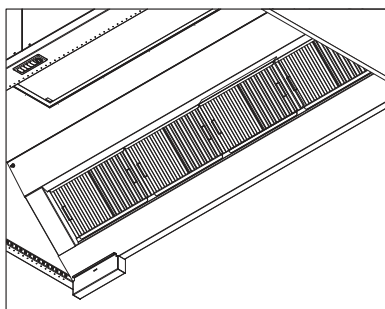
Note: for hoods that have a drain tap instead of a grease pot, hold a bucket under the drain and turn the tap to release collected oil



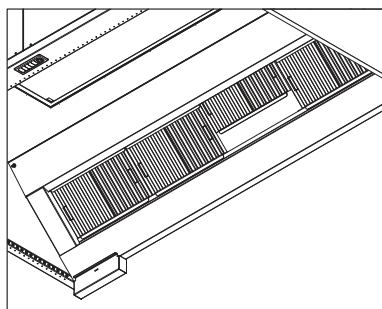
3.4 KSA Cyclonic Filters – Inspect and Wash

The KSA filters in the exhaust hood should be inspected daily and removed for washing as required. Depending on the cooking activity and intensity the frequency of cleaning can range from daily to weekly.

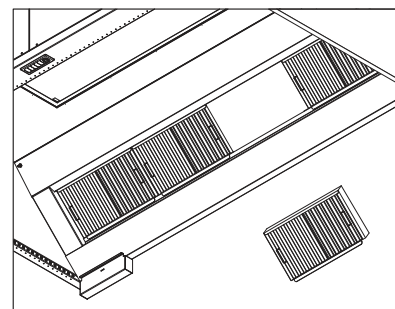
1. Switch off the exhaust fan
2. Remove the blanking panels
3. Take note of filter positions (to ensure any blind panels are positioned in same location)
4. Remove each KSA filter from the hood
5. Wash particulate off the filter in the pot sink with detergent, using spray-rinse and a brush or cloth
6. Place filters in a dishwasher basket, and pass through the dishwasher
7. Dry the filters & re-fit into the hood
8. Make sure the filters are properly located with both top and bottom hanging rails in place. (If there is a Filter to fan interlock, the fan will not restart when a filter is removed or not positioned properly)



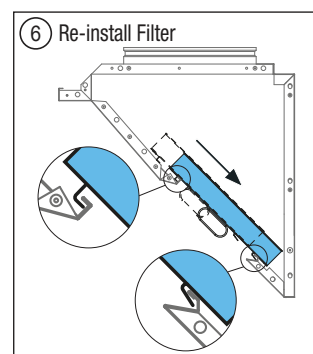
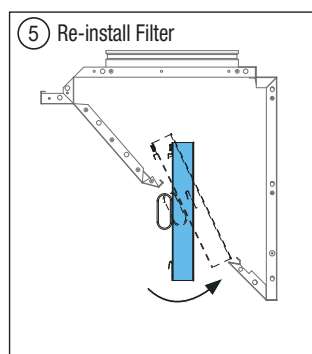
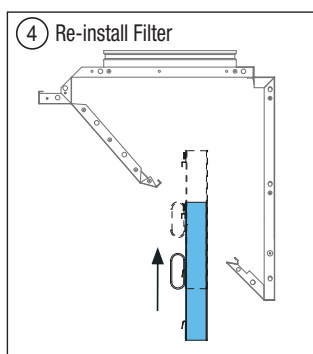
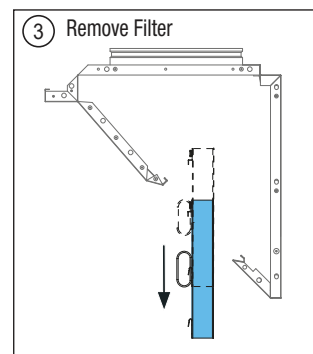
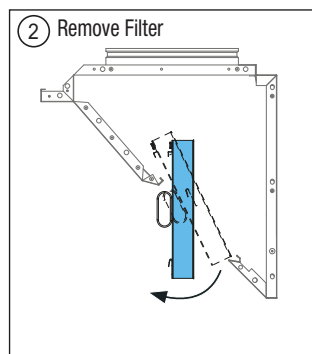
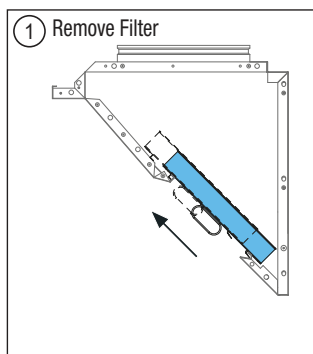
Filter Arrangement



Filter Removal



**Filter Arrangement
Post Removal**

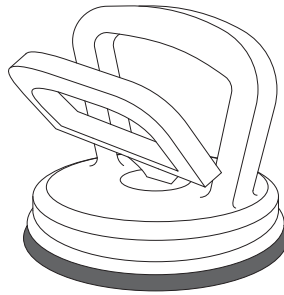


3.5 Pollufresh Filter Inspection and Replacement

(Must be completed by Qualified & Trained Service operator)



The touch screen filter indicates the pressure drop across each filter. The filters should be replaced when dirty (or earlier - according to an agreed service schedule). The filters must not be left in service when overloaded. If the filters are not replaced before pressure increases to "overload" the shutdown timer will commence & the system will shut down the fan and cooking appliances if the filters are not serviced. Spare filters should be kept ready so that productivity is not unduly interrupted.

- Turn the Fan off and switch the Power isolation switch to OFF
- Use the Key to unlock the filter panels
- Loosen and rotate the off-centre latches
- Pull the door outwards and downward. (CAUTION: Doors are heavy. A little effort may be required to release the seal, be careful not to fall backwards)
- Note the direction of the filters (arrows, marks, etc.)
- Slide the dirty filter out and dispose of the dirty filters responsibly. (Use Suction Cup Grips)

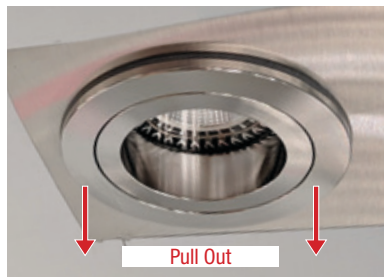


- Wipe down the area to remove free oil and dirt
- Inspect the foam tape around the sealing surfaces. Replace foam tape if damaged
- Insert the new filters. (Check arrows and marks are correctly orientated)
- Refit doors and ensure the off-centre latches are secured. Tighten latches so the door is secure and sealed
- Lock the panels & return the key to the storage spot so it can be found next time
- Restart the system and inspect the touch panel to see pressures measured are consistent with new filters

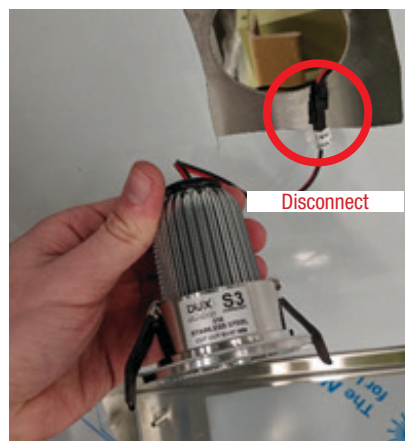
3.6 Down Lights:

	<p style="text-align: center;">IMPORTANT</p> <p style="text-align: center;">Before accessing the lights, Ensure all power to the hood is switched off</p>
	<p style="text-align: center;">WARNING</p> <p style="text-align: center;">A qualified electrician or service technician is required for removing/ replacing the Down Lights and/or Driver.</p>

1. Pull the down light down and out of the hood, this can be difficult. There are two spring clamps holding the lamp in. You may need to pry the light off the surface of the hood and use a screwdriver (or similar) to hold the clamps back. If it is possible, reach on top of the hood and hold the clamps back



2. Disconnect the light and replace it with a new one



3. If replacing the light doesn't fix the problem, the driver needs to be replaced by a qualified electrician, service technician or similarly qualified persons. The driver is attached with Velcro next to the light opening with enough cable to pull it through the hole



4. To replace the driver, pull it through the hole, undo the connections and replace it with a new one



5. Re-fit all lights and drivers as they were before. Ensure the driver is connected to the hood with Velcro again (reuse the Velcro from the old driver if need be)

4.7 Service the Capture Jet Fan

Every 12 months (typically) the Capture Jet fan will need to be serviced by a qualified technician. Contact the Stoddart service department.

3.7 Troubleshooting Procedures

- If any faults/issues occur with the unit, follow the below troubleshooting procedures
- If the troubleshooting procedures do not correct the problem, contact the Stoddart Service Department

Problem / Alarm Indication	Possible Cause(s)	Corrective Action(s)
Exhaust Fan not operating	<ul style="list-style-type: none"> • Power Isolated and/or "Fan Run" button is off • Filters not fitted properly or missing will interrupt fan start • Emergency stop • Shutdown • Fan run switch fault • Fan failure 	<ul style="list-style-type: none"> • Check Isolator and Fan run button is on (Red LED illuminated and Hood Lights are illuminated). Check Touch screen Fan Tab for Fan. Run Signal (dot should be green) • Check Filter error status on touch screen. Fit filters properly. Reset Alarms • Filter Missing Alarm activates the Emergency Stop • Overloaded Filters initiates Fan shut down timer. (shuts when timed out) • Switch off and isolate for 10 seconds, try to restart. If fault persists, call to service switch or control module • Check status, contact Stoddart service department
Measured exhaust pressures at hood not as per rating plate	<ul style="list-style-type: none"> • Target Set Pressure in Touch screen is incorrect • Fan is in hand mode & manual speed set is not suited for the operation 	<ul style="list-style-type: none"> • Check values on the touch screen (admin mode) • Set system to auto mode. The system adjusts the speed for the operating requirements
Exhaust Hood is not removing cooking fumes	<ul style="list-style-type: none"> • Filters are blocked or missing • Capture Jet not operating • Exhaust air not operating 	<ul style="list-style-type: none"> • Check filter pressures and check filters are in position • Check capture jet fan is operating • Check exhaust fan is operating
Lights not working	<ul style="list-style-type: none"> • LED Bulbs or Drivers are faulty • LED Bulbs or Drivers are faulty 	<ul style="list-style-type: none"> • Replace defective component • Fix damaged wiring
Cooking appliances not working	<ul style="list-style-type: none"> • The exhaust fan is not running • The exhaust fan has shut down • Cooking appliance fault 	<ul style="list-style-type: none"> • Power Isolated or "Fan Run" button is off. Turn on • Emergency stop activates if filter missing alarm activates. Fit filters. Fan shuts down if filters are not replaced before reaching Overload status. Replace Filters • Contact Stoddart service department
Fire Alarm	<ul style="list-style-type: none"> • Fire alarm triggered • Fire alarm input not bridged • Alarm not reset • Fault with wiring 	<ul style="list-style-type: none"> • Release fire alarm button/switch • Bridge fire alarm input if it's not being used • Reset the alarm on the touch screen • Inspect all wiring • If problem persists, contact Stoddart
Inverter Alarm	<ul style="list-style-type: none"> • Problem with VSD • Fault with wiring 	<ul style="list-style-type: none"> • Inspect screen for alarms/warnings and refer to the VSD manual • Inspect all wiring • If problem persists, contact Stoddart
Communication Alarm	<ul style="list-style-type: none"> • Sections not connected together • Pollufresh not connected to touch screen • Communication cable fault 	<ul style="list-style-type: none"> • Connect power/data connections between sections • Connect communication cable between Pollufresh modules and touchscreen • Inspect the communication cables for any signs of damage • If problem persists, contact Stoddart
Fire alarm doesn't work	<ul style="list-style-type: none"> • No input on fire terminals • Contact isn't normally closed • Fault with wiring 	<ul style="list-style-type: none"> • Check that the chosen method of activation has an open circuit to trigger the fire alarm • Check that the fire alarm button/switch is normally closed • Inspect all wiring • If problem persists, contact Stoddart

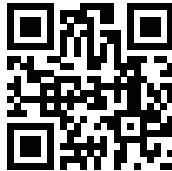
Australia

Service / Spare Parts

Tel: 1300 307 289

Email: service@stoddart.com.au

Email: spares@stoddart.com.au



Service Request

www.stoddart.com.au

Australian Business Number: 16009690251

Sales

Tel: 1300 79 1954

Email: sales@stoddart.com.au

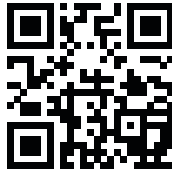
New Zealand

Service / Spare Parts

Tel: 0800 935 714

Email: service@stoddart.co.nz

Email: spares@stoddart.co.nz



Service Request

www.stoddart.co.nz

New Zealand Business Number: 6837694

Sales

Tel: 0800 79 1954

Email: sales@stoddart.co.nz

International

Service / Spare Parts

Tel: +617 3440 7600

Email: service@stoddart.com.au

Email: spares@stoddart.com.au



Service Request

www.stoddart.com.au

Sales

Tel: +617 3440 7600

Email: sales@stoddart.com.au