

WORK INSTRUCTION			
Engineering and Maintenance Services – AUDITORIUM AIRCON SWITCHING			
Code : DAP-EMS-WI-03	Revision No. : 1	Effectivity: 8 November 2017	Page: 1 of 3

1.0 PURPOSE. This document is established to serve as guide for implementing the Auditorium Central Aircon Switching to provide a cool environment for the customers when using the Auditorium.

2.0 SCOPE

2.1 This work instruction applies only to the Engineering Management Services which covers the Auditorium Central Aircon Switching only.

3.0 DEFINITION OF TERMS

3.1 **Auditorium** – it is the largest function room in DAPCC where it could accommodate a maximum of 800 persons per function.

3.2 **Central Aircon**– an electromechanical equipment that provides a cool environment for the customers using the Auditorium.

3.3 **Air Handling Unit (AHU)** – one of the main components of the Central Aircon which distributes cooled air to the system.

3.4 **Air Cooled Condenser Unit (ACCU)** – one of the main components of the Central Aircon which condenses the hot air for cooling and redistribution.

3.5 **Solenoid Valve** – an electrical-actuated device which opens or closes the valve to enable/disable air flow. One of the components of the piping system of the Central Air-con System.

4.0 DETAILS:

Item No.	Activity	Responsibility	Interface
4.1	Before Starting the Equipment 1. Visually checks both AHU1 and AHU2 for loose bolts and covers panels to prevent vibrations or other necessary noises during running 2. Checks and makes sure that power supply for the equipment is normal. (3-phase 220 VAC supply is available) 3. Auditorium AC Units and Panel are located in The Mechanical Room	RAC Technician/ Electrician	

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4.2	<p>Starting the Equipment</p> <p>a. Presses START button (Green) to operate AHU1. If 2 Aircon Unit are needed. Presses START Button to operate AHU with an interval of 10 seconds from the first starting.</p> <p>Note: Switching intervals of 10 seconds is important in starting heavy equipment to avoid a high KW demand reading which may reflect on the kWh meter. High Ampere reading always reflects during equipment starting.</p> <p>b. Switches toggle ON to operate Solenoid Valve 1. Again, if 2 units are needed Switch toggle ON to operate Solenoid Valve 2 with an interval of 10 seconds.</p> <p>c. Presses START button (Green) to operate Compressor 1. Again, if 2 units are needed, Press START button to operate ACCU 2 with an interval of 10 seconds.</p> <p>d. Presses START button (Green) to operate Compressor 1. Again, if 2 units are needed, Press START button to operate Compressor 2 with an interval of 10 seconds.</p> <p>e. During operation, monitors the following parameters state in the Auditorium AC Monitoring Form.</p> <p>Note: Auditorium AC Monitoring Form is submitted and signed by the RAC Technician or Electrician-on-duty and noted by the Engineering Supervisor.</p>	RAC Technician/ Electrician	Auditorium AC Monitoring Form
4.3	<p>Turning-OFF the Unit/s</p> <p>a. Switches-OFF toggle switch to close the solenoid valve/s for the pump system. This automatically shuts down the compressor/s.</p>	RAC Technician/ Electrician	Auditorium AC Monitoring Form



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	<ul style="list-style-type: none">b. Presses STOP pushbutton (Red) for both ACCU's and Compressors.c. Presses STOP pushbutton (Red) for AHU/s/.d. Visually checks the equipment for loose bolts and pushbutton.e. Records the time of the unit/s shutdown in the Auditorium AC Monitoring Form.		
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5.0 REFERENCES

5.1 Document Control Procedure

5.2 Maintenance Manual of the Auditorium Central Aircon