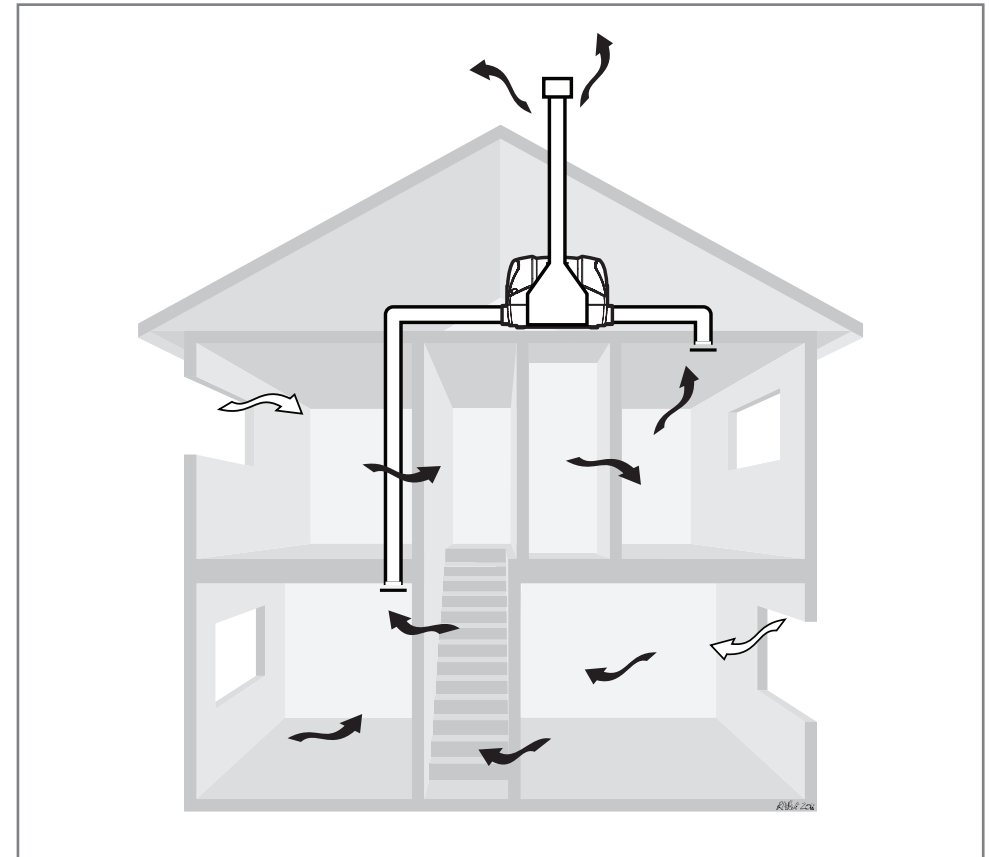


# Extract Ventilation System

## CME User Guide - MEV



**DO NOT SWITCH OFF THE UNIT!** The system is designed to run continuously. If the unit is switched off indoor pollutant and moisture levels are likely to increase.



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# CME User Guide - MEV

Your home is fitted with an extract ventilation system. At the heart of this system is a Titon CME Q Plus Unit. This contributes to improved indoor air quality and increased comfort levels. For the ventilation unit to function efficiently it needs to be maintained and used correctly.

## Ventilation is Vital

Indoor air quality deteriorates without controlled ventilation, and this is intensified now modern homes are built more airtight. Chemicals, gases and moisture produced by everyday products and activities may lead to the build up of pollutants which could be harmful to the health of the occupants and may damage the building fabric.

Once homes are occupied it is the responsibility of the home owner/landlord to maintain the system following the guidance provided.

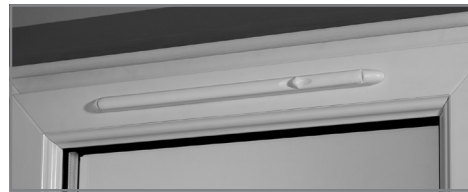
## How the System Works

The ventilation system extracts stale polluted air from rooms where most moisture is generated e.g. kitchens and bathrooms; fresh from outside is supplied by trickle vents\*. With the trickle vents open, a flow of fresh, clean air is generated throughout the dwelling.

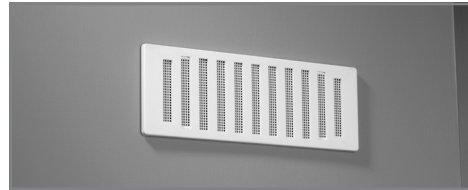
The ventilation system functions continuously via hidden ducts, the air travels through terminals built into the ceiling. Ceiling terminals may also have filters fitted.

Do **not** disturb or adjust the ceiling terminals as they have been set to give the correct amount of ventilation for the property.

The central unit is usually installed in a roof space where most of the system is hidden from view as it has been designed into the house construction. The system has the facility to boost the ventilation rate at times when more moisture is being generated, such as when bathing or cooking.



Trickle Vents



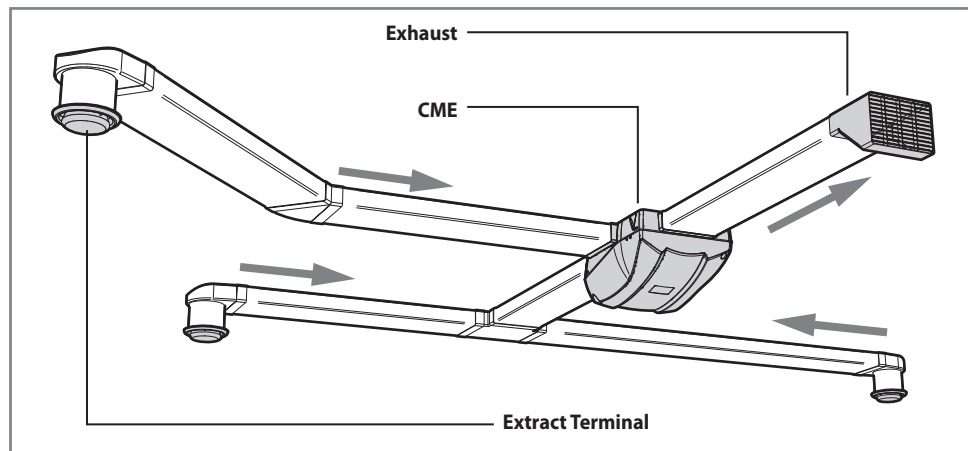
## How to Use the System

The system runs by itself for normal ventilation rates. If a boost switch has been installed, it should be used to increase the extract ventilation rate at times when moisture or pollutant levels are considered excessive. Sensors may be fitted in the dwelling which detect high levels of moisture or pollutants and boost the system automatically.

## Maintenance

All ventilation units require periodic maintenance. Routine maintenance must only be carried out by a suitably qualified and competent person. The CME Q Plus must be periodically cleaned internally. The maximum time between cleaning will depend on the local environment. Titon recommend the unit be cleaned every 3 – 4 years at a minimum.

**In the event of any queries please contact the system installer.**



Typical Layout

\*Some properties where air leakage rates are higher, may not have trickle vents installed.

# CME User Guide - MEV

**WARNING: The unit uses a 230V ~ supply and contains rotating mechanical parts. ISOLATE the unit from mains power supply and allow sufficient time for all moving parts to stop before undergoing any Servicing or Maintenance.**

A Product Manual with full maintenance instructions is supplied with the unit and should be located on the unit or left with the householder or landlord.

If your manual is missing and you are responsible for maintenance, please go to [www.titon.co.uk/cme](http://www.titon.co.uk/cme) for a copy.

It must be used as a service record.

## Cleaning Exterior

For best results use a clean cloth and warm water with a mild detergent solution. Do not use solvents or abrasive cleaners.

## Cleaning Interior

For best results use a clean damp cloth and mild detergent. Do not use solvents or abrasive cleaners. When cleaning the interior ensure that the humidity sensor where fitted does not get wet, dust with a dry cloth.

## Access to the Interior for Cleaning

To gain access to the interior of the unit for cleaning –

1. Unscrew the 3 retaining screws that hold on the Cover and remove
2. Remove the 4 Scroll retaining screws.
3. Using a flat bladed screw driver, un-clip Scroll from Inlet Ring by disengaging the 3 retaining clips. Ensure that the Scroll is supported and does not strain the cables.
4. Remove the 3 retaining screws
5. Using a flat bladed screwdriver, un-clip the Inlet Ring from Base by disengaging the 4 retaining clips.
6. Carefully remove dust from the unit and fan blades using a vacuum cleaner.
7. Wipe with damp cloth and mild detergent.
8. Check fixing screws.
9. Assembly is the reverse of the preceding instructions.
10. Ensure all fasteners are secure before returning power to the unit.
11. Tighten screws by hand, DO NOT over tighten screws or use power tools.
12. After servicing, always complete the service record.

