



INSTALLATION INSTRUCTIONS

Fresh Air Damper

JAYDMPR311*

USED WITH:

Oxbox Light Commercial Rooftops

Models:

J4PRC 090-150, J4PRG 090-150

BX-SVN-JAYDMPR311-1A-EN



RECOGNIZE THIS SYMBOL AS AN INDICATION OF IMPORTANT SAFETY INFORMATION

WARNING

These instructions are intended as an aid to qualified licensed service personnel for proper installation, adjustment and operation of this unit. Read these instructions thoroughly before attempting installation or operation. Failure to follow these instruction may result in improper installation, adjustment, service or maintenance possibly resulting in fire, electrical shock, property damage, personal injury or death.





DO NOT DESTROY THIS MANUAL
Please read carefully and keep in a safe place for future reference by a serviceman.

Safety Section

Safety advisories appear throughout this manual as required. Your personal safety and the proper operation of this machine depend upon the strict observance of these precautions.

The three types of advisories are defined as follows:

 WARNING	Indicates a potentially hazardous situation which, if not avoided, could result in death or serious injury.
 CAUTION	Indicates a potentially hazardous situation which, if not avoided, could result in minor or moderate injury. It could also be used to alert against unsafe practices.
NOTICE	Indicates a situation that could result in equipment or property damage only accidents.

Important Environmental Concerns

Scientific research has shown that certain man-made chemicals can affect the earth's naturally occurring stratospheric ozone layer when released to the atmosphere. In particular, several of the identified chemicals that may affect the ozone layer are refrigerants that contain Chlorine, Fluorine and Carbon (CFCs) and those containing Hydrogen, Chlorine, Fluorine and Carbon (HCFCs). Not all refrigerants containing these compounds have the same potential impact to the environment. Oxbox advocates the responsible handling of all refrigerants-including industry replacements for CFCs and HCFCs such as saturated or unsaturated HFCs and HCFCs.

Important Responsible Refrigerant Practices

Oxbox believes that responsible refrigerant practices are important to the environment, our customers, and the air conditioning industry. All technicians who handle refrigerants must be certified according to local rules. For the USA, the Federal Clean Air Act (Section 608) sets forth the requirements for handling, reclaiming, recovering and recycling of certain refrigerants and the equipment that is used in these service procedures. In addition, some states or municipalities may have additional requirements that must also be adhered to for responsible management of refrigerants. Know the applicable laws and follow them.

WARNING

Personal Protective Equipment (PPE) Required!

Failure to wear proper PPE for the job being undertaken could result in death or serious injury. Technicians, in order to protect themselves from potential electrical, mechanical, and chemical hazards, MUST follow precautions in this manual and on the tags, stickers, and labels, as well as the instructions below:

- Before installing/servicing this unit, technicians MUST put on all PPE required for the work being undertaken (Examples; cut resistant gloves/sleeves, butyl gloves, safety glasses, hard hat/bump cap, fall protection, electrical PPE and arc flash clothing). ALWAYS refer to appropriate Safety Data Sheets (SDS) and OSHA guidelines for proper PPE.
- When working with or around hazardous chemicals, ALWAYS refer to the appropriate SDS and OSHA/GHS (Global Harmonized System of Classification and Labelling of Chemicals) guidelines for information on allowable personal exposure levels, proper respiratory protection and handling instructions.
- If there is a risk of energized electrical contact, arc, or flash, technicians MUST put on all PPE in accordance with OSHA, NFPA 70E, or other country-specific requirements for arc flash protection, PRIOR to servicing the unit. NEVER PERFORM ANY SWITCHING, DISCONNECTING, OR VOLTAGE TESTING WITHOUT PROPER ELECTRICAL PPE AND ARC FLASH CLOTHING. ENSURE ELECTRICAL METERS AND EQUIPMENT ARE PROPERLY RATED FOR INTENDED VOLTAGE.

WARNING

Follow EHS Policies!

Failure to follow instructions below could result in death or serious injury.

- All Oxbox personnel must follow the company's Environmental, Health and Safety (EHS) policies when performing work such as hot work, electrical, fall protection, lockout/tagout, refrigerant handling, etc. Where local regulations are more stringent than these policies, those regulations supersede these policies.
- Non-Oxbox personnel should always follow local regulations.

⚠ WARNING**Proper Field Wiring and Grounding Required!**

Failure to follow code could result in death or serious injury. All field wiring **MUST** be performed by qualified personnel. Improperly installed and grounded field wiring poses **FIRE** and **ELECTROCUTION** hazards. To avoid these hazards, you **MUST** follow requirements for field wiring installation and grounding as described in NEC and your local/state/ national electrical codes.

Pre-Installation

Unit Inspection

To protect against loss due to damage incurred in transit, perform inspection immediately upon receipt of the unit.

Exterior Inspection

If the job site inspection reveals damage or material shortages, file a claim with the carrier immediately. Specify the type and extent of the damage on the bill of lading before signing. Notify the appropriate sales representative.

Important: Do not proceed with installation of a damaged unit without sales representative's approval.

- Visually inspect the complete exterior for signs of shipping damages to unit or packing material.
- Verify that the nameplate data matches the sales order and bill of lading.
- Verify that the unit is properly equipped and there are no material shortages.
- Verify that the power supply complies with the unit nameplate specifications.

Inspection for Concealed Damage

Visually inspect the components for concealed damage as soon as possible after delivery and before it is stored.

If concealed damage is discovered:

- Notify the carrier's terminal of the damage immediately by phone and by mail.
- Concealed damage must be reported within 15 days.
- Request an immediate, joint inspection of the damage with the carrier and consignee.
- Stop unpacking the unit.
- Do not remove damaged material from receiving location.
- Take photos of the damage, if possible.
- The owner must provide reasonable evidence that the damage did not occur after delivery.

Parts List

- Damper assembly
- O/A cover panel
- Filter

General Information

The fresh air adjustment panel with the hood is designed to provide up to 33% outside air. Once the hood is

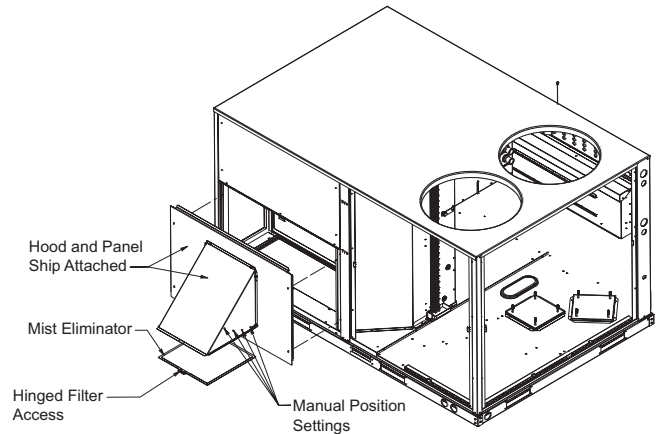
installed, it will allow a fixed quantity of outside air to be introduced into the conditioned space when powered.

Installation

JAYDMPR311*

1. Open the unit disconnect switch.
2. Remove screws securing the filter access door and outside air panel to the unit. Do not throw out the screws; they will be used in Step 3.
3. Secure the hood and damper panel to the unit outside air panel with 4 screws. (Remaining screws used in Step 2.)
4. Adjust the damper blade to the desired position setting.
5. Install the filter/mist eliminator into the fresh air hood using the spring hinge to hold it in place, as illustrated in Figure 1, page 4.
6. Close the unit disconnect switch.

Figure 1. JAYDMPR311* damper assembly



Note: The filter/mist eliminator can be taken out for cleaning by bending the spring hinge.

Oxbox®, endorsed by Trane®, offers simple, affordable residential heating and cooling solutions strong enough to tackle the toughest conditions. For more information visit www.oxboxhvac.com.



The manufacturer has a policy of continuous data improvement and it reserves the right to change design and specifications without notice. We are committed to using environmentally conscious print practices.

Representative-only illustrations included in this document.

BX-SVN-JAYDMPR311-1A-EN 26 Oct 2023

Supersedes (New)



INSTALLATION INSTRUCTIONS

Fresh Air Damper

JAYDMPR310*

USED WITH:

Oxbox Light Commercial Rooftops

Models:

J4PRC 090-150, J4PRG 090-150

BX-SVN-JAYDMPR310-1A-EN



RECOGNIZE THIS SYMBOL AS AN INDICATION OF IMPORTANT SAFETY INFORMATION

WARNING

These instructions are intended as an aid to qualified licensed service personnel for proper installation, adjustment and operation of this unit. Read these instructions thoroughly before attempting installation or operation. Failure to follow these instruction may result in improper installation, adjustment, service or maintenance possibly resulting in fire, electrical shock, property damage, personal injury or death.





DO NOT DESTROY THIS MANUAL
Please read carefully and keep in a safe place for future reference by a serviceman.

Safety Section

Safety advisories appear throughout this manual as required. Your personal safety and the proper operation of this machine depend upon the strict observance of these precautions.

The three types of advisories are defined as follows:

 WARNING	Indicates a potentially hazardous situation which, if not avoided, could result in death or serious injury.
 CAUTION	Indicates a potentially hazardous situation which, if not avoided, could result in minor or moderate injury. It could also be used to alert against unsafe practices.
NOTICE	Indicates a situation that could result in equipment or property damage only accidents.

Important Environmental Concerns

Scientific research has shown that certain man-made chemicals can affect the earth's naturally occurring stratospheric ozone layer when released to the atmosphere. In particular, several of the identified chemicals that may affect the ozone layer are refrigerants that contain Chlorine, Fluorine and Carbon (CFCs) and those containing Hydrogen, Chlorine, Fluorine and Carbon (HCFCs). Not all refrigerants containing these compounds have the same potential impact to the environment. Oxbox advocates the responsible handling of all refrigerants-including industry replacements for CFCs and HCFCs such as saturated or unsaturated HFCs and HCFCs.

Important Responsible Refrigerant Practices

Oxbox believes that responsible refrigerant practices are important to the environment, our customers, and the air conditioning industry. All technicians who handle refrigerants must be certified according to local rules. For the USA, the Federal Clean Air Act (Section 608) sets forth the requirements for handling, reclaiming, recovering and recycling of certain refrigerants and the equipment that is used in these service procedures. In addition, some states or municipalities may have additional requirements that must also be adhered to for responsible management of refrigerants. Know the applicable laws and follow them.

WARNING

Personal Protective Equipment (PPE) Required!

Failure to wear proper PPE for the job being undertaken could result in death or serious injury. Technicians, in order to protect themselves from potential electrical, mechanical, and chemical hazards, **MUST** follow precautions in this manual and on the tags, stickers, and labels, as well as the instructions below:

- Before installing/servicing this unit, technicians **MUST** put on all PPE required for the work being undertaken (Examples; cut resistant gloves/sleeves, butyl gloves, safety glasses, hard hat/bump cap, fall protection, electrical PPE and arc flash clothing). **ALWAYS** refer to appropriate Safety Data Sheets (SDS) and OSHA guidelines for proper PPE.
- When working with or around hazardous chemicals, **ALWAYS** refer to the appropriate SDS and OSHA/GHS (Global Harmonized System of Classification and Labelling of Chemicals) guidelines for information on allowable personal exposure levels, proper respiratory protection and handling instructions.
- If there is a risk of energized electrical contact, arc, or flash, technicians **MUST** put on all PPE in accordance with OSHA, NFPA 70E, or other country-specific requirements for arc flash protection, **PRIOR** to servicing the unit. **NEVER PERFORM ANY SWITCHING, DISCONNECTING, OR VOLTAGE TESTING WITHOUT PROPER ELECTRICAL PPE AND ARC FLASH CLOTHING. ENSURE ELECTRICAL METERS AND EQUIPMENT ARE PROPERLY RATED FOR INTENDED VOLTAGE.**

WARNING

Follow EHS Policies!

Failure to follow instructions below could result in death or serious injury.

- All Oxbox personnel must follow the company's Environmental, Health and Safety (EHS) policies when performing work such as hot work, electrical, fall protection, lockout/tagout, refrigerant handling, etc. Where local regulations are more stringent than these policies, those regulations supersede these policies.
- Non-Oxbox personnel should always follow local regulations.

⚠ WARNING**Proper Field Wiring and Grounding Required!**

Failure to follow code could result in death or serious injury. All field wiring **MUST** be performed by qualified personnel. Improperly installed and grounded field wiring poses **FIRE** and **ELECTROCUTION** hazards. To avoid these hazards, you **MUST** follow requirements for field wiring installation and grounding as described in NEC and your local/state/ national electrical codes.

Pre-Installation

Unit Inspection

To protect against loss due to damage incurred in transit, perform inspection immediately upon receipt of the unit.

Exterior Inspection

If the job site inspection reveals damage or material shortages, file a claim with the carrier immediately. Specify the type and extent of the damage on the bill of lading before signing. Notify the appropriate sales representative.

Important: Do not proceed with installation of a damaged unit without sales representative's approval.

- Visually inspect the complete exterior for signs of shipping damages to unit or packing material.
- Verify that the nameplate data matches the sales order and bill of lading.
- Verify that the unit is properly equipped and there are no material shortages.
- Verify that the power supply complies with the unit nameplate specifications.

Inspection for Concealed Damage

Visually inspect the components for concealed damage as soon as possible after delivery and before it is stored.

If concealed damage is discovered:

- Notify the carrier's terminal of the damage immediately by phone and by mail.
- Concealed damage must be reported within 15 days.
- Request an immediate, joint inspection of the damage with the carrier and consignee.
- Stop unpacking the unit.
- Do not remove damaged material from receiving location.
- Take photos of the damage, if possible.
- The owner must provide reasonable evidence that the damage did not occur after delivery.

Parts List

- Damper assembly
- O/A cover panel
- Filter

General Information

The fresh air adjustment panel with the hood is designed to provide up to 33% outside air. Once the hood is

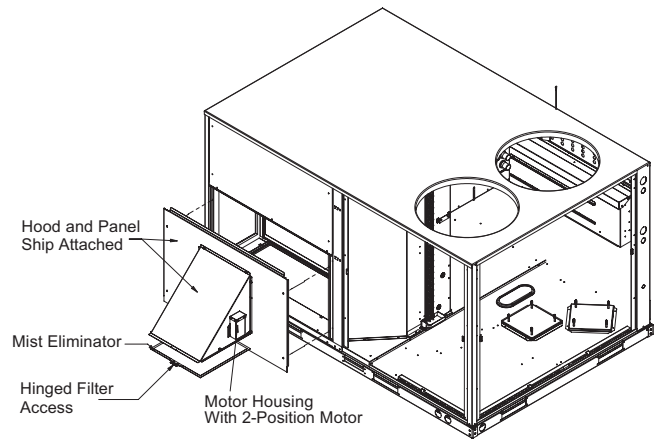
installed, it will allow a fixed quantity of outside air to be introduced into the conditioned space when powered.

Installation

JAYDMPR310*

1. Open the unit disconnect switch.
2. Remove screws securing the filter access door and outside air panel to the unit. Do not throw out the screws; they will be used in Step 4.
3. Connect the provided wiring harness to the 12-pin plug in the R/A section.
4. Secure the hood and damper panel to the unit outside air panel with 4 screws. (Remaining screws to be used in Step 2.)
5. Install the filter/mist eliminator into the fresh air hood using the spring hinge to hold it in place, as illustrated in Figure 1, page 4.
6. Close the unit disconnect switch.

Figure 1. JAYDMPR310* damper assembly



Note: The filter/mist eliminator can be taken out for cleaning by bending the spring hinge.

Oxbox®, endorsed by Trane®, offers simple, affordable residential heating and cooling solutions strong enough to tackle the toughest conditions. For more information visit www.oxboxhvac.com.



The manufacturer has a policy of continuous data improvement and it reserves the right to change design and specifications without notice. We are committed to using environmentally conscious print practices.

Representative-only illustrations included in this document.

BX-SVN-JAYDMPR310-1A-EN 26 Oct 2023

Supersedes (New)