

## **O & M INSTRUCTION**

### **PRODUCT GROUP 1510 - HEPA FILTERS**

#### **Safety**

It is recommended that industrial gloves, overalls, eye protection and nuisance dust masks are utilised when changing filters which have been subjected to natural air, as opposed to air drawn from processes, where full risk assessments should be performed prior to changing. For some filters, an assessment regarding manual handling will need to be made.

Changing of filters should be carried out by experienced or trained personnel, in accordance with safety requirements as defined by the "Control of Substances Hazardous to Health" (COSHH) Regulations.

#### **General**

Absolute filters when exhausted, either through excessive pressure drop readings or failure under test, must be replaced by a new Absolute Filter.

Recommended discard resistance is up to 3 times the initial resistance.

#### **Method**

HEPA Filters are installed in many different methods, and the engineer should make himself familiar with the necessary method, they all involve clamping the HEPA filter to the casing using either a closed cell gasket or a liquid seal.

To change the HEPA filter the following points should be adhered to, the HEPA filter is generally used as a safety product, and should be treated as such, it is only used to either protect persons, or to protect the environment in which persons are operating:

- Check the box containing the HEPA filter for damage, return to manufacturer for retest if damage is found.
- To remove a HEPA filter from its box, open the top flaps and fold them down the sides of the filter, tip the box over gently until it lays on its side then again until it is laying on what started as the top, now open the not top of the box, and slide the box off the filter, leaving it in position on the floor.
- Visually inspect the filter through the clear plastic wrapping for any damage, discard if any found.
- Rotate the filter back to its correct orientation, and transfer it adjacent to its final location.
- Check the installed filter for the gasket side with regard to the airflow, check its dimensions and construction.

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- If the new filter meets the checks made, then remove its plastic cover ready for installation.
- Inspect all the filter media face for further damage, discarding if any found.
- Remove the old filter,
- Install the new filter.
- Perform in-situ leak tests as required by the client.

### **Disposal of Air Filters Including Personal Protective Equipment**

- Filters and PPE that have been damaged prior to use can be disposed of as normal industrial waste.
- Filters and PPE soiled with exterior air can be disposed of as normal industrial waste.
- Filters and PPE soiled by process air, bacterial, toxic and/or radioactive matter must be disposed of as Hazardous Waste in accordance with local regulations of the site and Environmental Health. Legislation prohibits removal of this waste from the site location, by others than licensed carriers

For further information please contact Airclean Ltd.  
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