



**Portable air  
conditioning unit**  
Instruction manual



**Model • Modèle • Modell • Modello • Modelo • Malli:  
GE959**

## Safety Instructions



Appliance is filled with flammable gas R290. **Caution: risk of fire!** The refrigerant loop is sealed. Only a qualified technician should attempt to service!



Read the manual before use.



Before installation, read the installation section of the manual.



In case of any repairs, contact the nearest authorized service centre and strictly follow manufacturer's instructions.

### Warning:

- Appliance shall be installed, operated and stored in a room with a floor area larger than 12m<sup>2</sup>.
- Do not use any means to accelerate the defrosting process, other than those recommended by the manufacturer.
- The appliance shall be stored in a room without continuously operating ignition sources (for example, open flames, an operating gas appliance or an operating electric heater).
- Be aware that refrigerants do not have any odour.
- Do not pierce or burn, even after use.
- A service agent/qualified technician should carry out installation and any repairs if required. Do not remove any components or service panels on this product.
- Consult Local and National Standards to comply with the following:
  - Health and Safety at Work Legislation
  - BS EN Codes of Practice
  - Fire Precautions
  - IEE Wiring Regulations
  - Building Regulations

- This appliance can be used by children aged from 8 years and above and persons with reduced physical, sensory or mental capabilities or lack of experience and knowledge if they have been given supervision or instruction concerning the use of the appliance in a safe way and understand the hazards involved.
- Children shall not play with the appliance.
- Cleaning and user maintenance shall not be made by children without supervision.
- Keep all packaging away from children. Dispose of the packaging in accordance to the regulations of local authorities.
- If the power cord is damaged, it must be replaced by a POLAR agent or a recommended qualified technician in order to avoid a hazard.
- To avoid fire hazard, never let the power cord lay under rugs, carpets, etc.
- Suitable for indoor use only.
- This is an attended appliance.
- Do not tilt or turn over.
- **Keep all ventilation openings clear of obstruction. Unit should not be boxed in without adequate ventilation.**
- **Do not damage the refrigerant circuit.**
- Do not touch the air inlet or the aluminium fins of the unit.
- DO NOT insert any objects into the openings.
- DO NOT put items on the top of the appliance.
- The appliance should not come into contact or be covered with easily flammable materials, like curtains, textiles, walls and the like. Always ensure sufficient safety distance to flammable materials.
- Protect the appliance against heat, direct sunlight, moisture, dripping and splashing water.
- DO NOT immerse the appliance in water.

- Always switch off and disconnect the power supply to the appliance when not in use, before cleaning or performing maintenance.
- DO NOT use if damaged.
- POLAR recommend that this appliance should be periodically tested (at least annually) by a Competent Person. Testing should include, but not be limited to: Visual Inspection, Polarity Test, Insulation Continuity and Functional Testing.
- POLAR recommend that this product is connected to a circuit protected by an appropriate RCD (Residual Current Device).

## Introduction

Featured with self-contained systems, this appliance can be used in kitchens, temporary residential places, computer rooms, garages, and many other places where permanent installation of the air-conditioner outdoor unit is limited.

### Features:

- High Capacity in a compact size with cooling, heating, dehumidifying and fan functions
- Temperature setting and display
- LED Digital display
- Electronic control with built-in timer, sleep mode
- Self-evaporating system for better efficiency

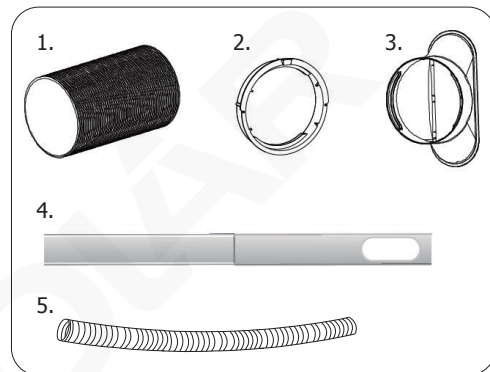
- Auto shut off when water tank full
- Automatic restart in the event of power outage
- Auto defrosting function at low ambient temperatures
- Castors for easy mobility

## Pack Contents

Remove the appliance from the packaging. Make sure that all protective plastic film and coatings are thoroughly removed from all surfaces.

The following is included:

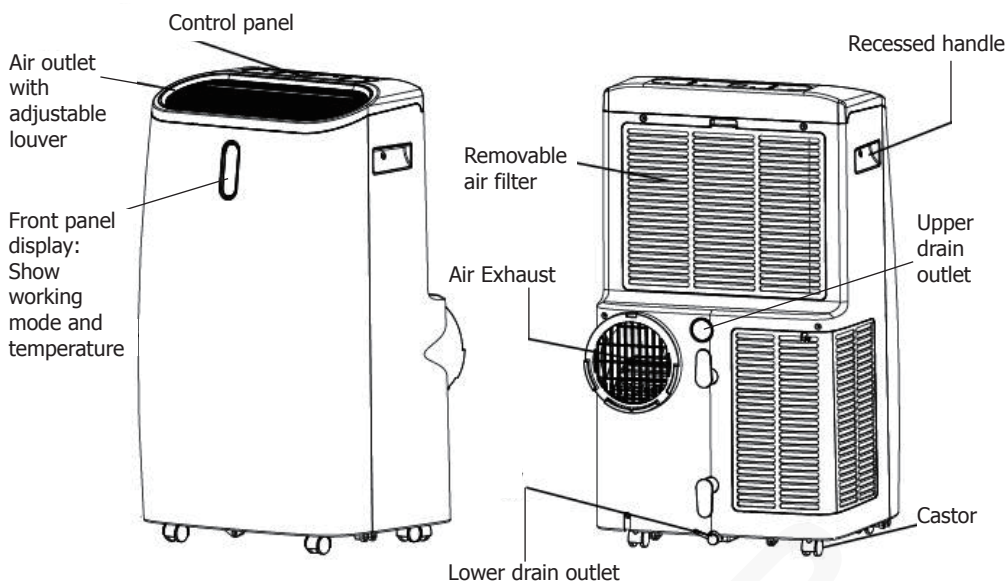
- Portable air conditioning unit
- Remote control
- Instruction Manual
- Accessories:
  1. Exhaust hose
  2. Exhaust Hose connector
  3. Window kit adapter
  4. Window kit
  5. Drain hose



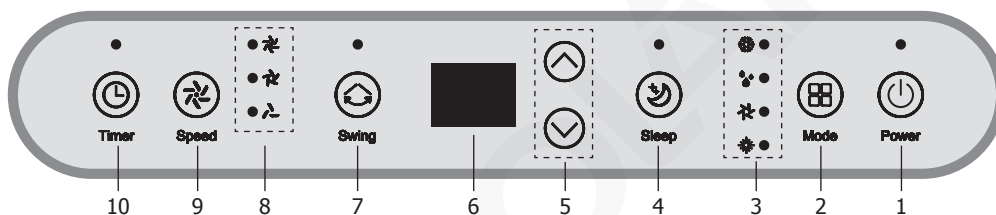
POLAR prides itself on quality and service, ensuring that at the time of unpacking the contents are supplied fully functional and free of damage.

Should you find any damage as a result of transit, please contact your POLAR dealer immediately.

## Knowing the appliance

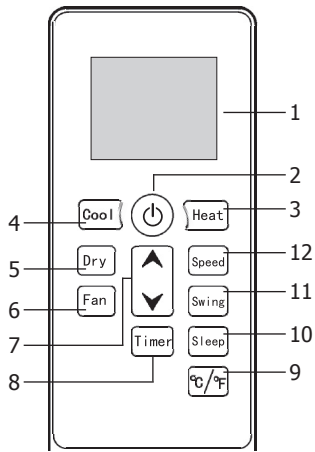


### Control panel



1. Power button: Press to turn the unit on or off	6. Display: Show temperature and timer setting
2. Mode button: Press to select the desired mode of cool, dry, fan or heat	7. Swing button: Press to turn swing function on or off
3. Mode indicator lights: Indicating the working mode	8. Speed Indicator lights: Indicating the fan speed
4. Sleep button: Press to turn sleep function on or off	9. Speed button: Press to choose the fan speed of high, middle or low
5. Up/Down buttons: Increase/Decrease temperature (16°C-32°C) or timer setting (0-24h)	10. Timer button: Set timer for auto start-up and shut-down

## Remote Control



Note: The remote control is powered by 2x1.5V AAA batteries (not included). Ensure to follow polarity markings when inserting batteries.

1.	Display	Show temperature and timer setting
2.	Power switch	Press to turn the unit on or off
3.	Heat	Press to enter the desired mode directly
4.	Cool	
5.	Dry	
6.	Fan	
7.	Up/Down	Increase/Decrease temperature (16°C-32°C) or timer setting (1-24h)
8.	Timer	Set timer for auto start-up and shut-down
9.	°C/°F	Press to toggle between Centigrade and Fahrenheit
10.	Sleep	Press to turn sleep function on or off
11.	Swing	Press to turn swing function on or off
12.	Speed	Press to choose the fan speed of high, middle or low

## Installation

**Note: If the unit has not been stored or moved in an upright position, let it stand upright for approximately 24 hours before operation. If in doubt allow to stand.**

### Choose the location

Place the unit on a firm, level surface in an area with at least 50cm of free space around it to allow proper air circulation.

Do not install the unit in a place where flammable gas may leak.

**NEVER** install the unit where it could be subject to:

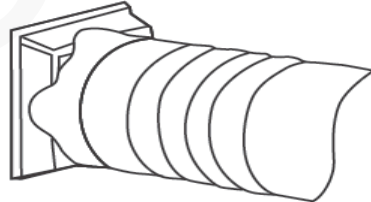
- Heat sources such as radiators, heat registers, stoves or other units that emit heat
- Direct sunlight
- Mechanical vibration or shock
- Excessive dust
- Lack of ventilation, such as cabinet or bookcase
- Uneven surface

### Install the exhaust hose

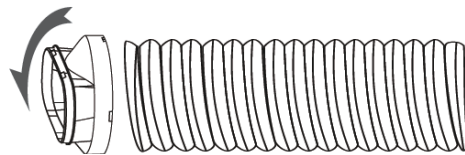
The air conditioner requires to be vented outside as the exhaust air coming from the appliance contains waste heat and moisture.

Do not replace or extend exhaust hose to avoid decreased efficiency, or even worse the accidental shut-down of the unit due to low backpressure.

1. Connect the hose connector to one end of the exhaust hose.



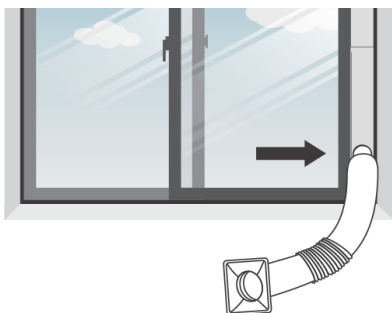
2. Connect the windows kit adapter to the other end of the exhaust hose.



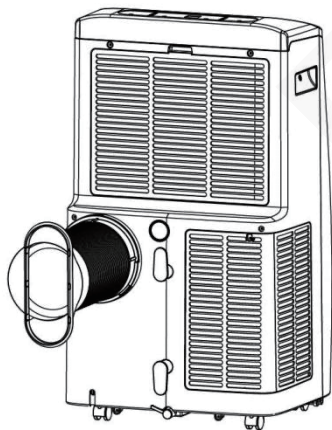
- Extend the adjustable window kit as necessary, then connect the exhaust hose to the window kit.
- Adjust the length of the flexible exhaust hose, and avoid bends in the hose.



- Close the window to secure the kit in place. If required, secure the window kit with duct tape. It is recommended to seal off the gap between the adapter and the sides of the window for optimal efficiency.



- Attach the hose connector to the exhaust air outlet of the unit.



- Adjust the louver at the air outlet.

## Operation

**Tip: Unless otherwise stated, all the buttons or indicators referred to in this chapter mean those on the control panel.**

### Turn On/off

- Connect the appliance to the mains power supply. The appliance will enter Standby.
- Turning on:** Press the Power switch. The unit will run with the Fan mode by default.
- Press the Mode selection key repeatedly to select desired operation mode.
- Turning off:** After use, press the Power switch to turn the appliance off. The appliance will enter Standby again.

### Cool mode

Select this mode to lower the temperature in your room.

- Press Mode button until the COOL mode indicator lights up.
- Press Up/Down buttons to set temperature.
- Press Speed button repeatedly to select the desired fan speed.
- If desired, press Swing button to activate the swing function.

**Note:** The appliance will stop if the room temperature is lower than the set temperature.

## Heat mode

Select the heat mode to increase the temperature in your room.

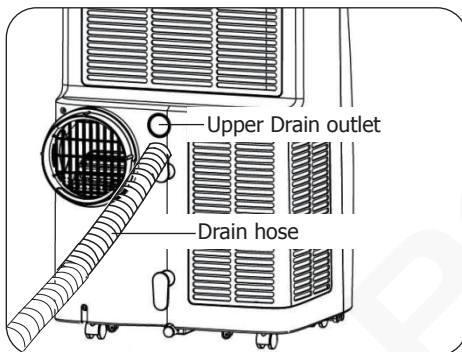
1. Press Mode button until the HEAT mode indicator lights up.
2. Press Up/Down buttons to set temperature.
3. Press Speed button repeatedly to select the desired fan speed.
4. If desired, press Swing button to activate the swing function.

## Dry mode

Select this mode to dehumidify your room, especially on hot humid days.

1. Press Mode button until the DRY mode indicator lights up.
2. The fan will run at the low speed constantly. Fan speed and temperature are not available to adjust.
3. SWING function is applicable to use.

**Note:** Before using heating or drying function, ensure to connect the supplied drain hose to the upper drain outlet for continuous operation.



## Fan mode

Select this mode to ventilate your room. In this mode the room air is circulated but not cooled.

1. Press Mode button until the FAN mode indicator lights up.
2. Press Speed button repeatedly to select the desired fan speed.
3. SWING function is applicable to use.

## Sleep function

The sleep function can be activated when in cool mode and heat mode.

In cool mode	In heat mode
<ol style="list-style-type: none"> <li>1. After one hour the preset temperature is increased by 1°C.</li> <li>2. After another hour the preset temperature is increased again by 1°C.</li> </ol>	<ol style="list-style-type: none"> <li>1. After one hour the preset temperature is decreased by 1°C.</li> <li>2. After another hour the preset temperature is decreased again by 1°C.</li> </ol>
<ol style="list-style-type: none"> <li>3. Temperature is kept constant for 10 hours. And all the indicators dim to dark. The fan speed may switch over to low speed for silent operating and cannot be selected.</li> </ol>	

## Timer function

With the timer function, you can set the time for auto shut-down or start-up.

Auto shut-down	Auto start-up
<ol style="list-style-type: none"> <li>1. While operation, press Timer button to activate timer function.</li> <li>2. Press Up/Down buttons repeatedly to set the desired timer setting.</li> <li>3. When the set timer expires, the appliance will shut down automatically.</li> </ol>	<ol style="list-style-type: none"> <li>1. While in Standby, press Timer button to activate timer function.</li> <li>2. Press Up/Down buttons repeatedly to set the desired timer setting.</li> <li>3. When the set timer expires, the appliance will start up automatically.</li> </ol>

**Note:** To cancel the timer at any time, repeatedly press Up/Down buttons until "00" is shown.

## Overload Protection

In case of an accidental power loss, after the power resumes, there will be a 3-minute delay before the compressor restarts.



## Automatic defrost

At low room temperatures, frost may build up on the evaporator during operation. The unit will automatically start to defrost while the POWER indicator light keeps blinking.

**A. In cool or dry mode:** After the compressor has run for 20 minutes, the coil temperature sensor will start to check the temperature. When the coil temperature is below  $-1^{\circ}\text{C}$  and lasts over 3 minutes, the compressor will stop working. Then the fan will run at high speed and POWER indicator will blink. When the coil temperature goes up to  $7^{\circ}\text{C}$ , the compressor will start to work again for either cool or dry mode.

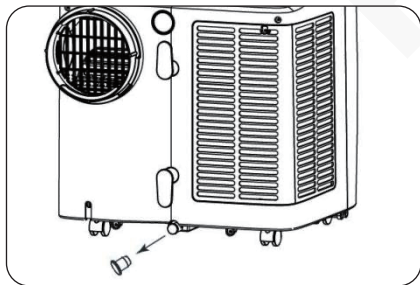
**B. In heating or dry mode:** After the compressor has run for 20 minutes, the coil temperature sensor will start to check the temperature. When the coil temperature is below  $40^{\circ}\text{C}$  and coil environmental temperature  $\leq 19^{\circ}\text{C}$ , and both temperatures last over 3 minutes, the compressor and fan will stop working. After 1 minute the compressor will start to work again for auto defrosting. After 5 minutes, the unit will exit the defrost program. During defrosting, the POWER indicator light keeps blinking.

## Drainage

### Manual drainage

When the water tank at the bottom is full, the display will show error code "FE". The appliance will buzz 10 seconds then stop working.

1. Turn off the appliance then disconnect from the power supply.
2. Place a suitable water container below the lower drain outlet.
3. Remove the outlet plug to let the drained water flow into the container. Afterwards, re-locate the plug.



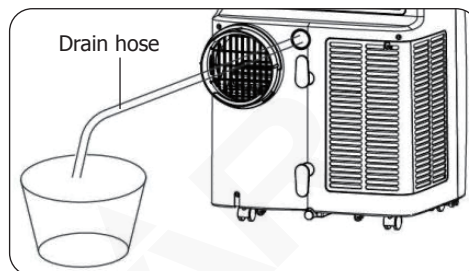
4. Now the appliance can operate again.

## Continuous drainage

The self-evaporating system uses the collected water to cool the condenser coils for better performance, so there is no need to empty the drainage tank in cooling operation except in drying operation and high humidity conditions.

For continuous operation or unattended operating in dry mode, the supplied drain hose should be connected to the unit.

1. Turn off the appliance and disconnect from the power supply.
2. Remove the plug of the upper drain outlet and connect the supplied drain hose, ensuring the hose is not kinked and clear of obstruction.
3. Place the other end of drain hose over a drain pipe or a container suitable for collecting waster water.



### Caution:

- Do not submerge the end of hose into water, as this may cause "Air Lock" in the hose.
- Due to the negative pressure of condensate drain pan, you can tilt the drain hose downward toward the floor. It is appropriate that the inclination should exceed 20 degrees.
- Straighten the hose to avoid any trap inside the hose.

## Cleaning, Care & Maintenance

- **Switch off and disconnect from the power supply before cleaning.**
- Clean the external surface using a damp cloth. Always wipe dry after cleaning.
- DO NOT allow any moisture to enter the interior via any air inlet/outlet.
- Clean all air inlets/outlets with a small, soft brush.

## Cleaning the air filter (every two weeks)

Dust collecting on the filter will restrict the airflow. The restricted airflow will reduce the efficiency of the system. If blocked, it may cause damage to the unit. Clean the air filter regularly.

1. Turn off the appliance then disconnect from the power supply.
  2. Remove the air filter on the back and clean with a vacuum cleaner.
  3. If necessary, rinse the air filter under running water for a thorough cleaning.
  4. Set aside and allow the filter to air dry completely before reinstalling. **NEVER** operate the unit without the air filter in place, or the evaporator may be contaminated.
- **During cleaning, take caution to avoid touching the evaporator surface. Caution: Risk of injury to the fingers.**

**Storage:** If not to use for an extended period of time, it is recommend to dry the unit out completely.

- Switch off and disconnect from the power supply.
- Remove exhaust hose and window kit. And ensure to drain all waste water from the unit.
- The internal evaporator has to be dried out as well to avoid mildewing. You can place the unit in a dry open area for days to dry out. Another way is to turn on the machine, run it with low-wind ventilation mode, and maintain this state until the drain pipe becomes dry.

## Troubleshooting

A qualified technician must carry out repairs if required.

Fault		Probable Cause	Solution
Unit not working		The unit is not switched on	Check the unit is plugged in correctly and switched on
		Plug or lead is damaged	Replace plug or lead
		Fuse in the plug has blown	Replace the fuse
		Mains power supply fault	Check mains power supply
Decreased air flow		Filter is dirty	Clean the filter
		Air inlet/outlet is blocked	Remove all blockage
		Room door or window is open	Close door or window
		Exhaust hose is detached	Install the exhaust hose securely
Water leakage		Overflow while moving unit	Empty the water tank before transport
		Drain hose is kinked or bent	Straighten the hose to avoid any trap existing
Excessive Noise		Unit is not positioned level	Place on flat and firm ground
		Loose or vibrating parts	Secure the parts
Unit stops suddenly, Error code "FE" on display		Water tank at the bottom is full	Refer to the section "Manual drainage" on how to Empty the water tank
Error code	E0	Communication fault between main PCB and display PCB	Check the wire harness of the display PCB for damage
	E1	Ambient temperature sensor failure	Check the connection. If necessary, clean or replace with a new one
	E2	Coil temperature sensor failure	Check the connection. If necessary, clean or replace with a new one

## Technical Specifications

Model	Voltage	Rated input power		Rated input current		Capacity		Dimensions H x W x D	Net Weight
		Cooling	Heating	Cooling	Heating	Cooling	Heating		
GE959	220-240V~ 50Hz	1337 W	1118 W	5.9 A	5.0 A	12000 Btu/h	9500 Btu/h	762 x 470 x 353 mm	29.5 kg

## Electrical Wiring

POLAR appliances are supplied with a 3 pin BS1363 plug and lead.

The plug is to be connected to a suitable mains socket.

POLAR appliances are wired as follows:

- Live wire (coloured brown) to terminal marked L
- Neutral wire (coloured blue) to terminal marked N
- Earth wire (coloured green/yellow) to terminal marked E

This appliance must be earthed.

If in doubt consult a qualified electrician.

Electrical isolation points must be kept clear of any obstructions. In the event of any emergency disconnection being required they must be readily accessible.



## Disposal

EU regulations require refrigeration product to be disposed of by specialist companies who remove or recycle all gasses, metal and plastic components.

Consult your local waste collection authority regarding disposal of your appliance. Local authorities are not obliged to dispose of commercial refrigeration equipment but may be able to offer advice on how to dispose of the equipment locally.

Alternatively call the POLAR helpline for details of national disposal companies within the EU.

## Compliance

Dispose of depleted batteries in accordance with local regulations, within the EC there are nominated disposal points for batteries.

The WEEE logo on this product or its documentation indicates that the product must not be disposed of as household waste. To help prevent possible harm to human health and/or the environment, the product must be disposed of in an approved and environmentally safe recycling process. For further information on how to dispose of this product correctly, contact the product supplier, or the local authority responsible for waste disposal in your area.



POLAR parts have undergone strict product testing in order to comply with regulatory standards and specifications set by international, independent, and federal authorities.

POLAR products have been approved to carry the following symbol:



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**Every effort is made to ensure all details are correct at the time of going to press, however, POLAR reserve the right to change specifications without notice.**

# DECLARATION OF CONFORMITY

- Conformanceverklaring • Déclaration de conformité • Konformitätserklärung • Dichiarazione di conformità •  
• Declaración de conformidad

Equipment Type • Uitrustingstype • Type d'équipement • Gerätetyp • Tipo di apparecchiatura • Tipo de equipo	Model • Modèle • Modell • Modello • Modelo
Portable Air conditioning Unit	GE959 (& -E)
Application of Territory Legislation & Council Directives(s) Toepassing van Europese Richtlijn(en) • Application de la/des directive(s) du Conseil • Anwendbare EU-Richtlinie(n) • Applicazione delle Direttive	<p><b>Low Voltage Directive (LVD) - 2014/35/EU</b> Electrical Equipment (Safety) Regulations 2016 EN 60335-1:2012 +A11:2014 +A13:2017 +A1:2019 +14:2019 +12:2019 EN 60335-2-40:2003 +A11:2004 +A12:2005 +A1:2006 +A2:2009 +A13:2012 EN 62233:2008</p> <p><b>Electro-Magnetic Compatibility (EMC) Directive 2014/30/EU - recast of 2004/108/EC</b> Electromagnetic Compatibility Regulations 2016 (S.I. 2016/1091) EN 55014-1:2017 +A11:2020 EN 55014-2:2015 EN IEC 61000-3-11:2019 EN IEC 61000-3-3:2019</p> <p><b>Ecodesign energy-related products Directive 2009/125/EC; Ecodesign air conditioners and comfort fans - EU) 206/2012</b> EN 12102-1:2017 EN 12900:2013 EN 14511-2:2018 EN 14511-3:2018</p> <p><b>Restriction of Hazardous Substances Directive (RoHS) 2015/863 amending Annex II to Directive 2011/65/EU</b> Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2012 (S.I. 2012/3032)</p>
Producer Name • Naam fabrikant • Nom du producteur • Name des Herstellers • Nome del produttore • Nombre del fabricante	<b>Polar</b>

I, the undersigned, hereby declare that the equipment specified above conforms to the above Territory Legislation, Directive(s) and Standard(s).

Ik, de ondergetekende, verklaar hierbij dat de hierboven gespecificeerde uitrusting goedgekeurd is volgens de bovenstaande Richtlijn(en) en Standaard(en).

Je soussigné, confirme la conformité de l'équipement cité dans la présente à la / aux Directive(s) et Norme(s) ci-dessus  
Ich, der/die Unterzeichnende, erkläre hiermit, dass das oben angegebene Gerät der/den oben angeführten Richtlinie(n) und Norm(en) entspricht.

Il sottoscritto dichiara che l'apparecchiatura di sopra specificata è conforme alle Direttive e agli Standard sopra riportati.

El abajo firmante declara por la presente que el equipo arriba especificado está en conformidad con la(s) directiva(s) y estándar(es) arriba mencionadas.

Date • Data • Date • Datum • Data •  
Fecha • Data

Signature • Handtekening • Signature  
• Unterschrift Firma • Firma •

Full Name • Volledige naam • Nom et prénom • Vollständiger Name • Nome completo • Nombre completo

Position • Functie • Fonction • Position  
• Qualifica • Posición

Producer Address • Adres fabrikant • Adresse du producteur • Anschrift des Herstellers • Indirizzo del produttore • Dirección del fabricante

11<sup>th</sup> February 2022

DocuSigned by:

*Ashley Hooper*

B39382C9FD9C478...

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Technical & Quality Manager

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<b>IT</b>	<b>N/A</b>
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