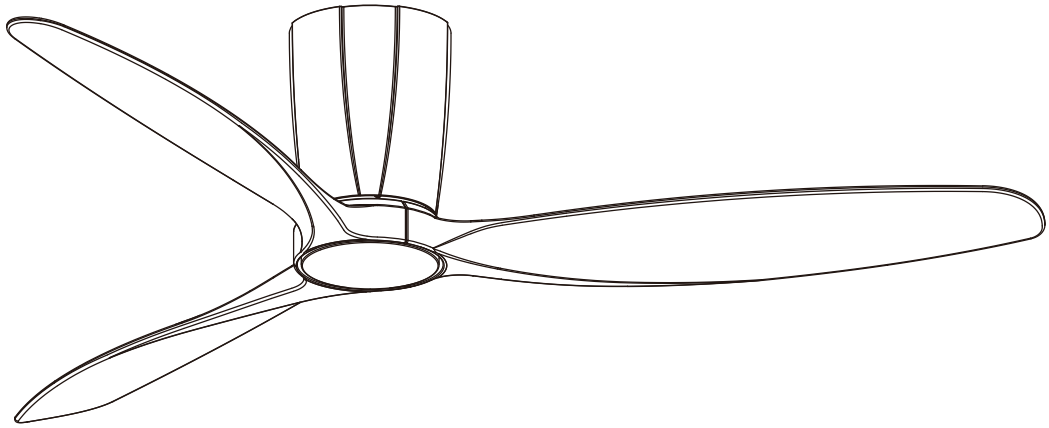




Aesthetics of Wind  
Since 1985

# Owners Manual



**MODEL: DESIGN  
METRO (3ME52)**


Net weight


4.6	KGS.
10.1	LBS.

**WARNING :** Read and follow these instructions carefully and be mindful of all warnings shown throughout.

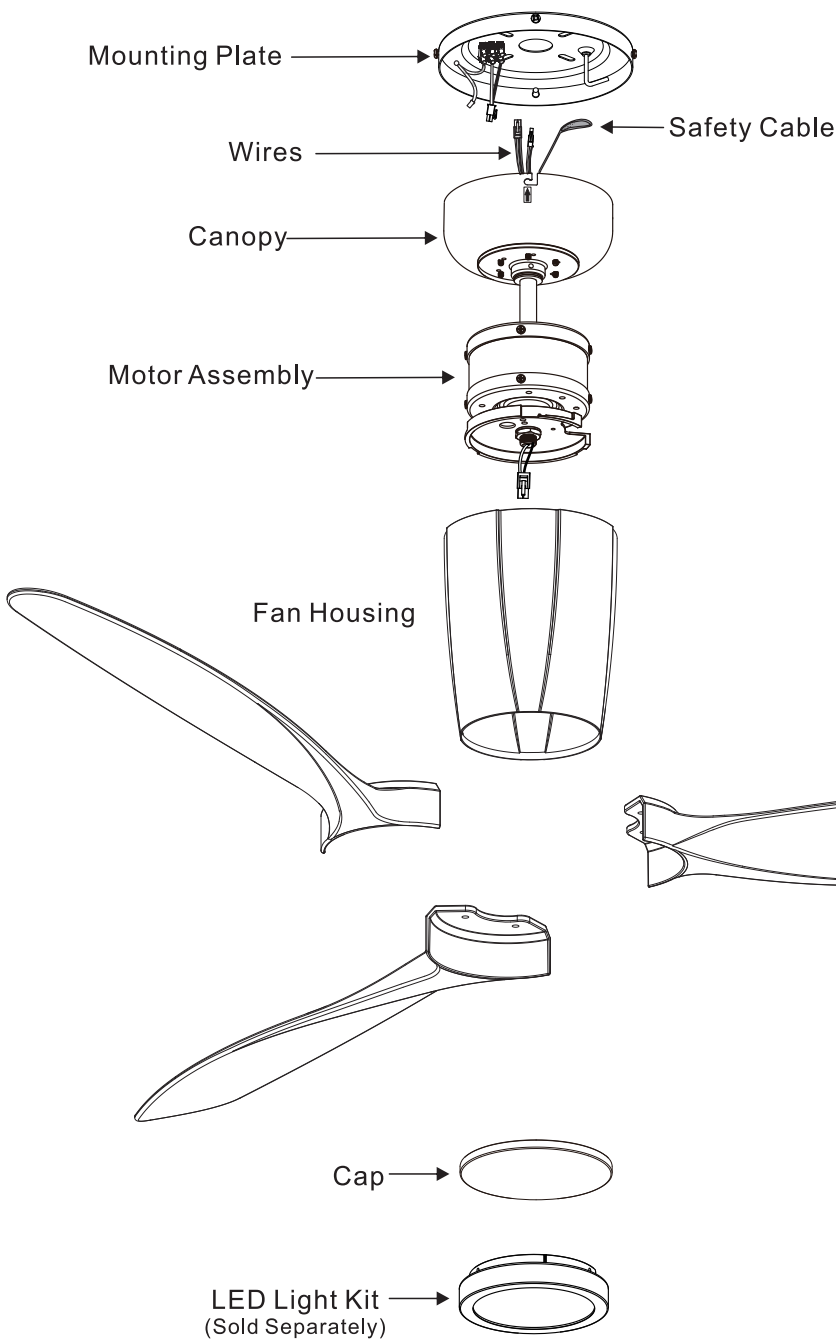
## **To reduce the risk of fire, electrical shock, or injury to persons, please observe the following:**

1. Read all instructions and safety information before installing. This manual is not intended to instruct or assist untrained or unqualified persons. It is the responsibility of qualified, licensed installer, and user to apply common sense and care at all times during installation and operation.
2. This appliance is not intended for use by children or persons with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, unless they have been given supervision or instruction concerning use of the appliance by a person responsible for their safety.
3. To avoid possible electric shock, be sure electricity is turned off at the main power box before wiring. Make sure electrical voltage and frequency is within the control capacity range.
4. Please make sure the location has stable power supply, with temperatures between 10°C to 40°C and that the ceiling fan is not exposed to direct sunlight, humidity, or wind blow over a long period of time.
5. Ceiling fan must be installed at least 2.5 meters above the floor. Make sure that your installation area will not allow rotating fan blades to come in contact with any object when fan is in operation.
6. The mounting bracket must be firmly screwed to a strong ceiling support such as a concrete ceiling, steel structure, or a timber frame. If additional timber frames are to be added, those must be securely nailed or screwed between the beams. All support must be able to withstand motion of the moving fan and weight of at least 120 kg.
7. For safety regulation, the safety cable must be secured firmly with the mounting bracket or with a separate anchor bolt with hook, which must be able to withstand motion of the moving fan and weight of at least 120 kg.
8. After fan is completely installed, check to make sure that all connections are secured to prevent fan from falling and/or causing damage or injury. Refrain from using product in case of abnormalities, stop operation immediately and contact MR.KEN service center for help and support.
9. Condition of the ceiling fan, including all parts and suspension/support system, should be checked annually by qualified technicians or authorized personnel. Any alterations or replacements of any parts of the product must only be carried out by authorized personnel by MR.KEN service center.
10. Maintenance and cleaning of the ceiling fan should be carried out annually by qualified technicians or authorized personnel to ensure the normal functioning and prevention of damage to fan motor. Please exercise caution when cleaning so as to not cause bending of the blades, as it may result in damage or breakage of the product. Do not soak or expose product to chemical solvents that could cause discoloration or deformation of the product. Please contact MR.KEN service center for customer support and inquiries.

 **WARNING:** This product is designed to use with only those parts supplied with this product and/or accessories designated specifically for use with this product. Using parts and/or accessories not designated for use with this product could result in personal injury or property damage.

 **WARNING:** The company will not be responsible for any accidents and injuries caused by incorrect installation or modification that is not instructed by this manual.

**Unpack and inspect fan carefully to ensure all contents are included.**



**Hardware Bag**

**For Mounting Plate:**

Wood Screw	x3	
Machine Screw	x2	
Flat Washer	x3	
Spring Washer	x3	

**For Blade Installation:**

Flat washer x 7 (one spare washer included)

Blade Screw x 7 (one spare screw included)

**For Blade Balance :**

Balanced Slide x 1

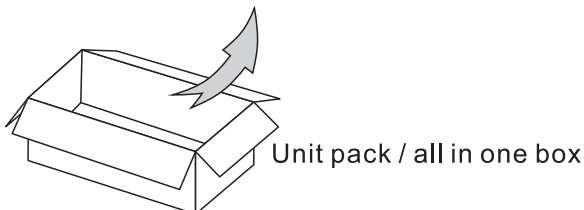
Weight Block (3G x 3)

**Remote Control**

**Hand-Held Transmitter**      **Receiver**      **On-Wall Bracket**  
(also includes self tapping screw for permanent install)

**Hardware Bag**

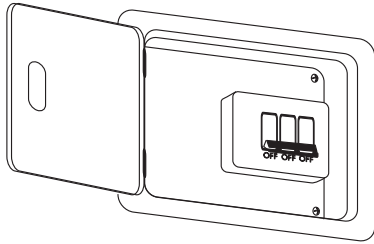
Wood Screw x 2 (For On-Wall Bracket)	
Wall Anchor x 2 (For On-Wall Bracket)	
Self-tapping screw x 1 (For battery cover)	
Self-tapping screw x 1 (For On-Wall Bracket with permanent install)	
12V(A23) Battery x 1 (Packaged with Transmitter)	



# WARNING: blades should be at least 2.5 meters from floor

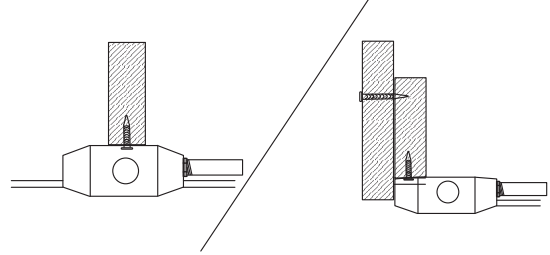
## Note 1:

Turn off power at breaker box to avoid possible electrical shock.



## Note 2:

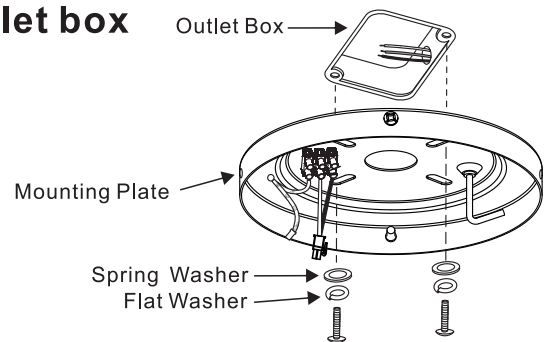
Use metal outlet box suitable for fan support.  
Outlet box must support 15 kgs min.



## 1. HANGING SYSTEM INSTALLATION

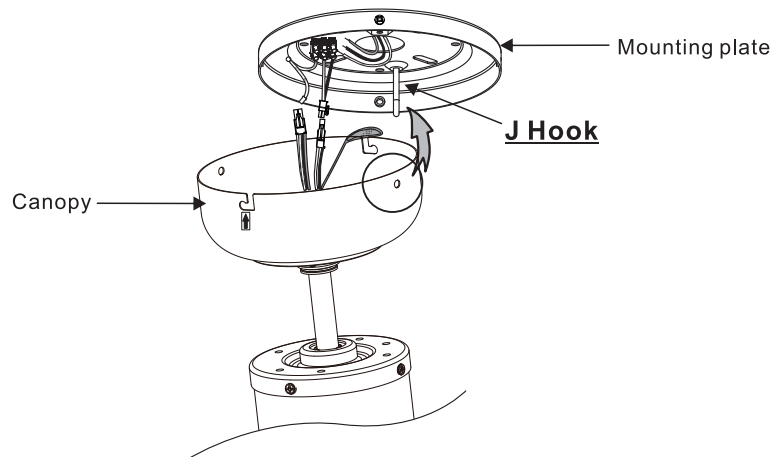
### 1-1. Installing mounting plate to ceiling outlet box

Install mounting plate to outlet box on ceiling by using screws included with the outlet box and washers from the hardware bag.



### 1-2. Hanging the fan

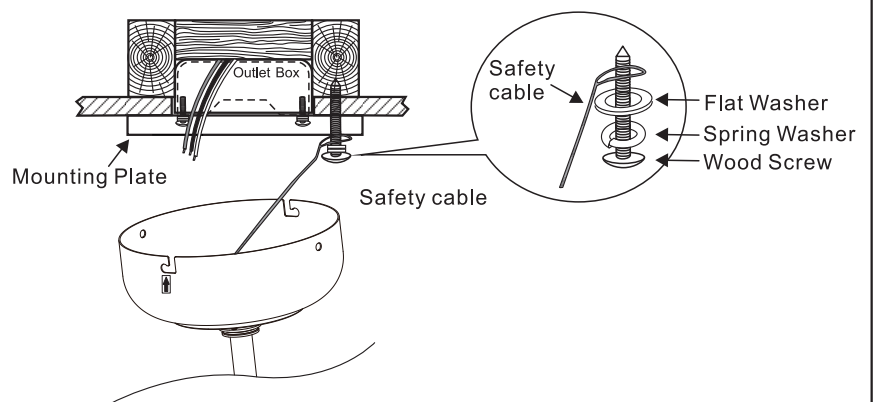
Lift the fan assembly and hang onto the **J hook** from mounting plate. This will permit you to make the electrical connections without having to hold the fan up as well.



## IMPORTANT Attaching safety cable to ceiling joist

### 1-3. Attaching safety cable to ceiling joist

Use wood screw, spring washer, and flat washer from hardware bag. Pass wood screw through closed loop of safety cable. Secure wood screw to ceiling joist through any available slot on mounting bracket. Make sure safety cable has been tightened securely.



#### WARNING

For safety regulation, the safety cable must be fastened on hanging bracket or with a separate hook firmly.

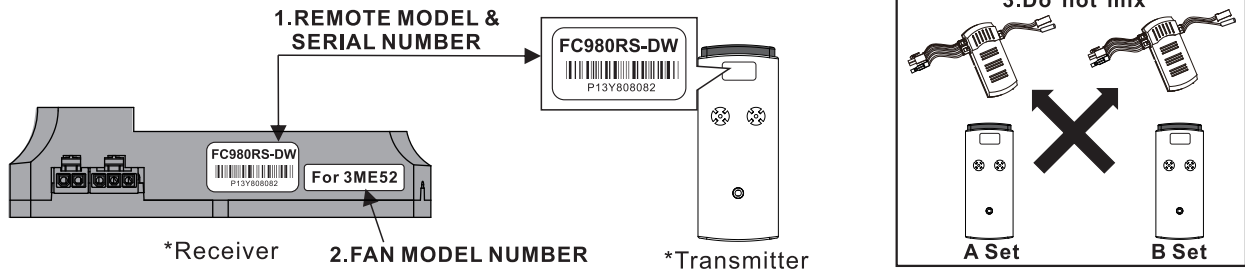
## 2. WIRE CONNECTION

### 2-1. Verify that serial Number & Model Number match on the Receiver and Transmitter

#### NOTICE :

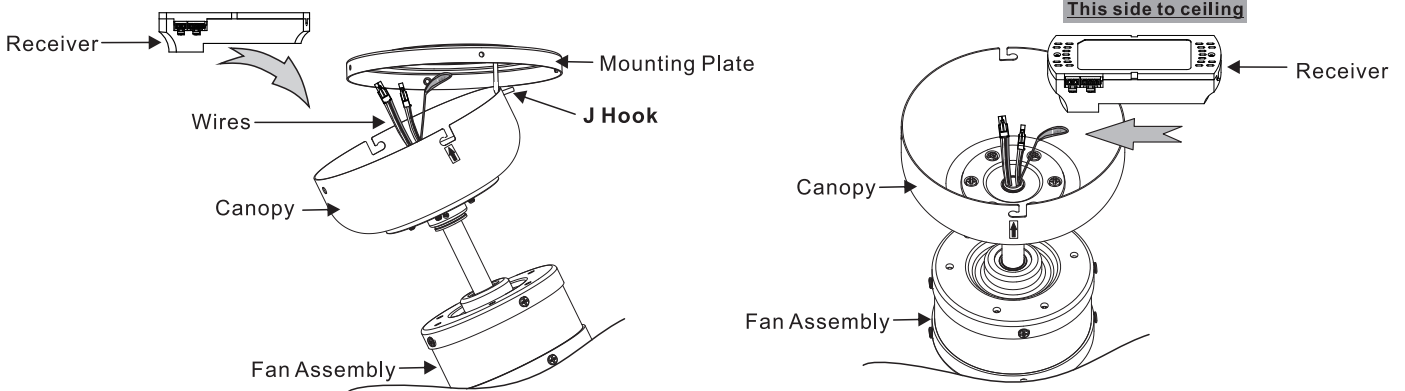
Many remote sets for DC fans look the same. This remote set is pre-paired and labeled at the factory, please note the following before operation:

- 1a. The Remote Model Number on transmitter and receiver must be the same.
- 1b. The Remote Serial Number will be the same on a pre-paired remote set. If it is different, it will need to be paired. (See page 10)
2. The Fan Model Number label must be the same as the fan's model number in front page (3ME52) for proper operation. (There is no Fan Model Number on transmitter.)
3. Do not mix the remote sets if you are installing more than one fan.



### 2-2. Install the Receiver

Install the receiver and make the wire connection by next step.



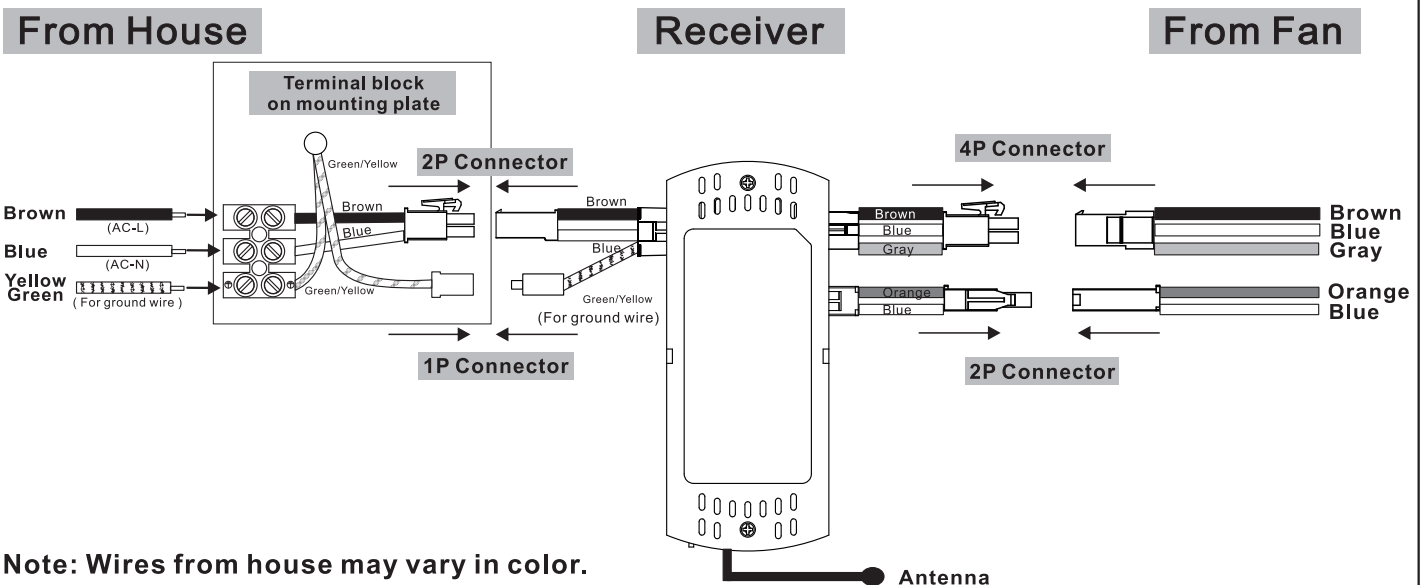
### 2-3. Making electrical wire connection

Follow diagram below

1. Insert house wires to terminal block

L ← Brown (From house)      N ← Blue (From house)      ⊕ ← Green/ yellow (From house)

2. Tighten all screws on block after inserting wires from house.
3. Connect 2P & 4P female connector from fan to 2P & 4P male connector from receiver.
4. Connect 2P & 1P female connector from receiver to 2P male connector from terminal block.

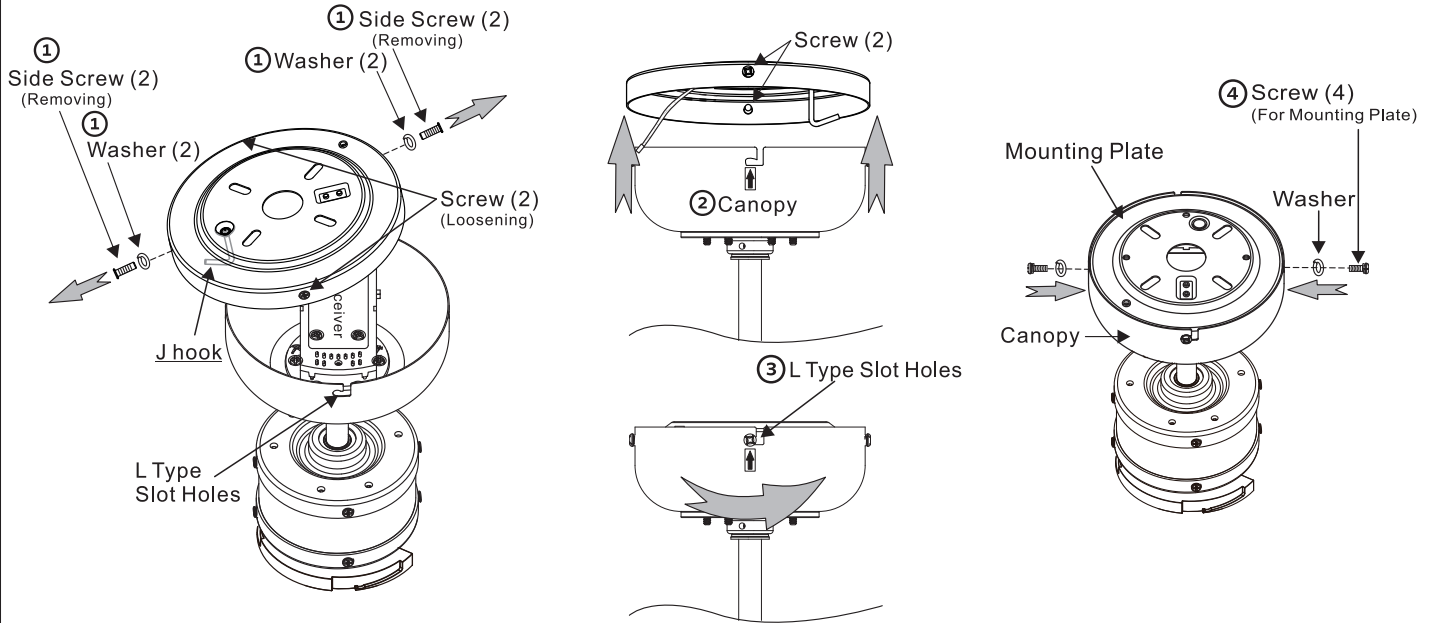


### 3. CANOPY INSTALLATION

#### Canopy installation and attachment

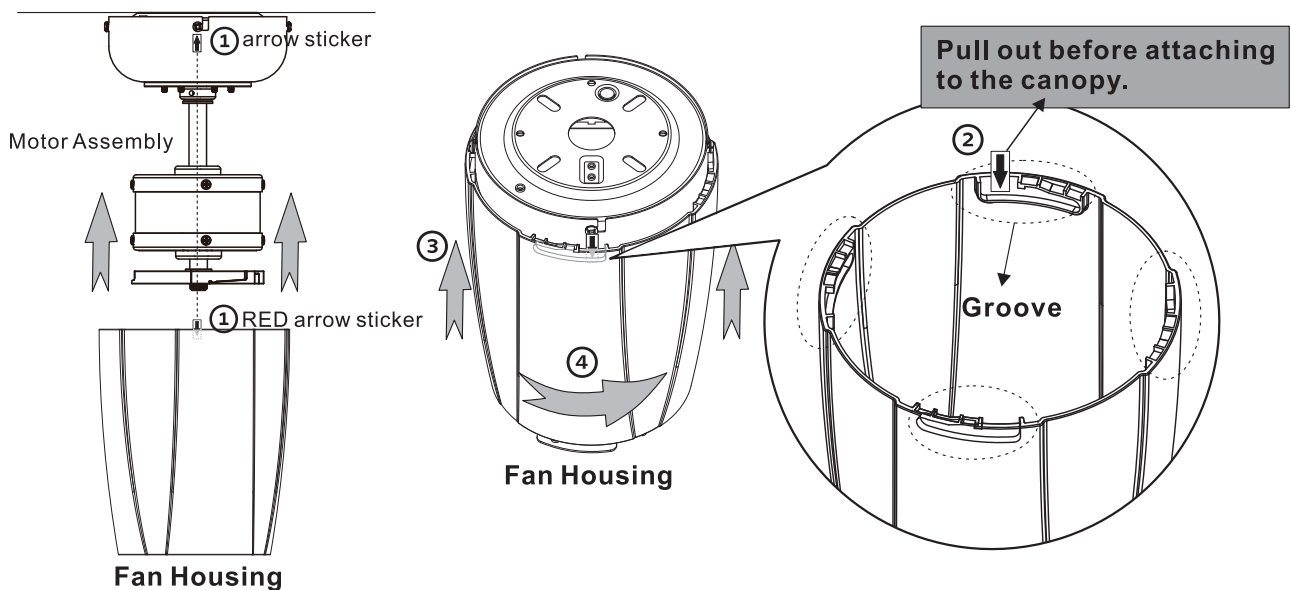
Carefully lift the fan housing away from mounting plate J hook, after connecting the wires.

- ① Remove two side screws and washers ( one of each across ) on mounting plate first, then loosen the other two.
- ② Push up the canopy align two loosening screws on mounting plate.
- ③ Rotate the canopy slightly until the two screw heads are in the L type slot holes.
- ④ Tighten 4 screws ( 2 screws and washer removed from ① , 2 loosening screws on mounting plate ) firmly.



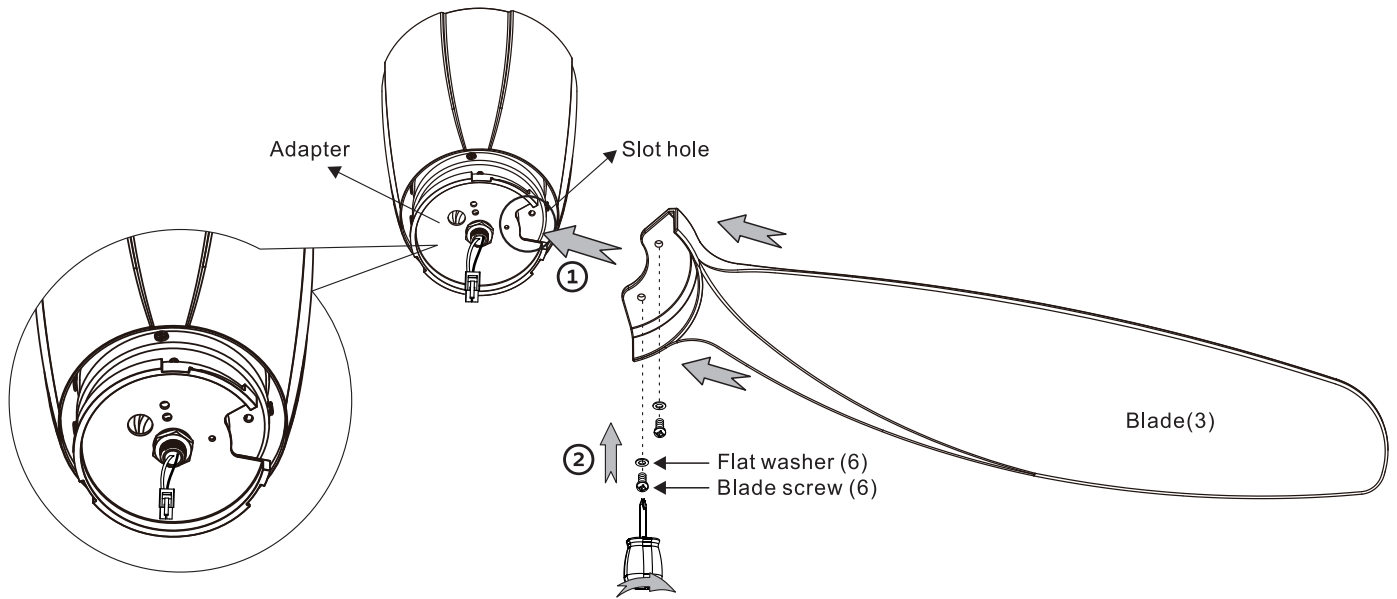
### 4. FAN HOUSING INSTALLATION

- ① Align RED arrow sticker on the inner top of Fan housing with the arrow sticker on the Canopy.
- ② Pull out the Red arrow sticker before attaching the Fan housing to the Canopy.
- ③ Push up the Fan housing until 4 screw heads on Canopy are engaged with the "Grooves" (on the inner top of Fan housing).
- ④ Rotate the Fan housing slightly until 4 screw heads on Canopy are in the "Grooves", and make sure 4 screw heads are well fixed in the Grooves.



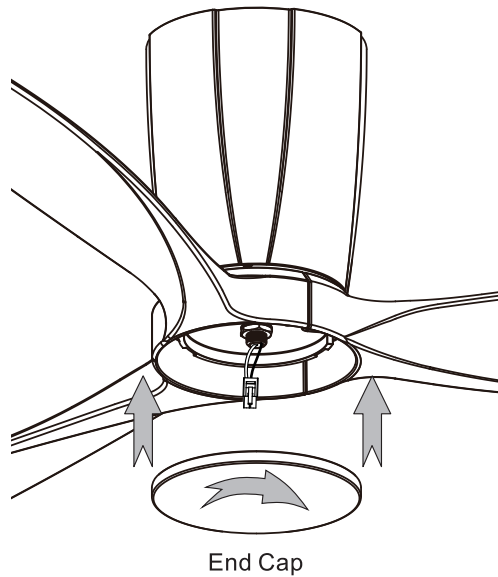
## 5. BLADE INSTALLATION

- ① Insert the blade between motor and adapter. ( Attach the screws via slot hole from adapter. )
- ② Assembly blades to motor by using Screws provided in hardware bag.  
(\* Do this step for 3 times until 3 blades are installed firmly.)



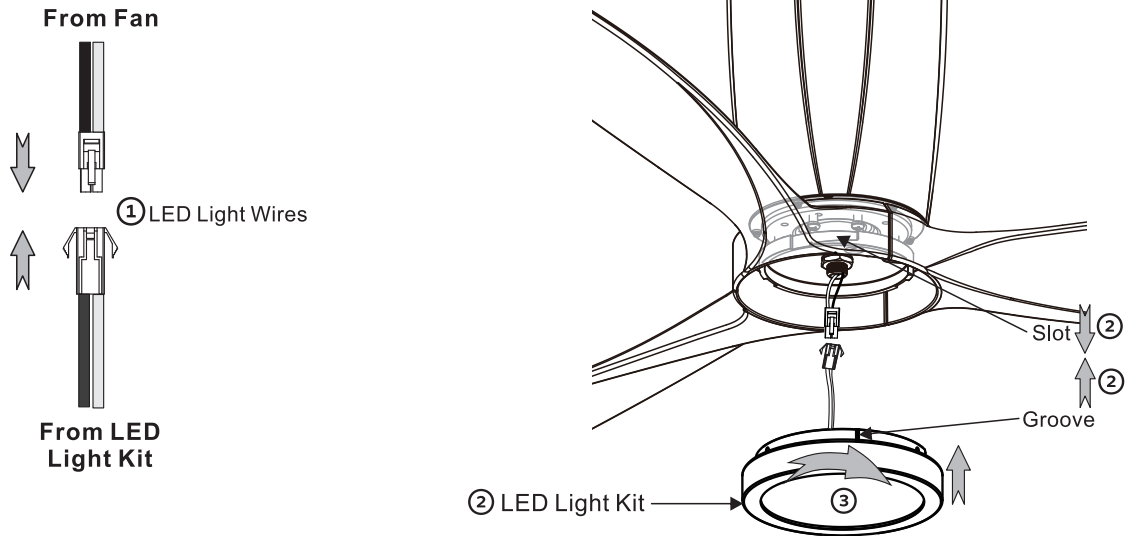
## 6. INSTALLATION FOR END CAP

- ① Installation End Cap from ceiling fan by rotating clockwise.



## 7. LED LIGHT KIT INSTALLATION ( sold separately )

- ① Connect the JST connector (Orange , Blue) from fan to the LED light.
- ② Push up the LED Light Kit and align the groove from the Light Kit with slot from connector.
- ③ Attach the LED light kit to connector and tighten by twisted lock.



**\*Important Notice: For this fan with LED light, the ground wire must be connected to prevent LED sparking.**

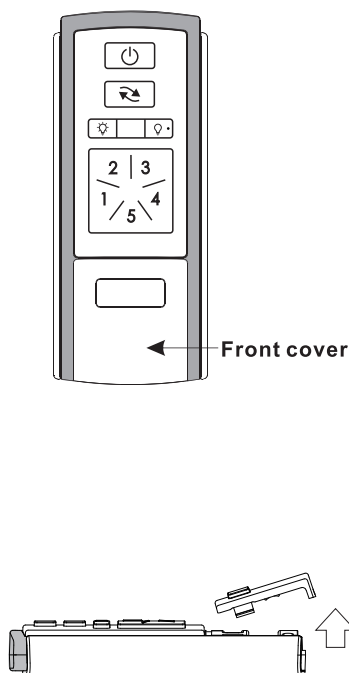
## 8. TRANSMITTER INSTALLATION

The enclosed Transmitter can be mounted in many ways:

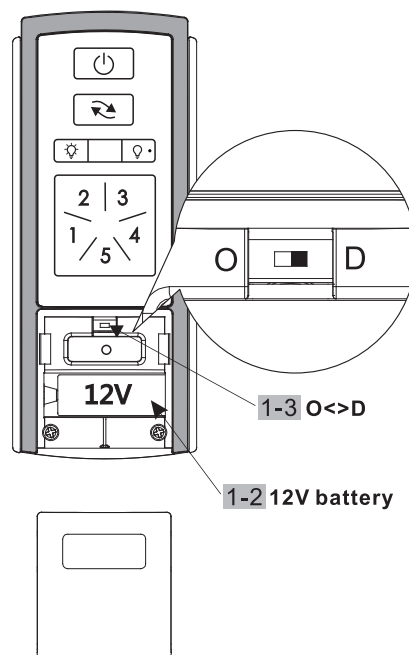
1. On-Wall at any convenient location, see Section (2) next page.
2. Either way can be still used as a Hand-Held transmitter, or
3. It can be Permanently Stationed On-Wall, see Section (3).

### (1) HAND-HELD ASSEMBLY

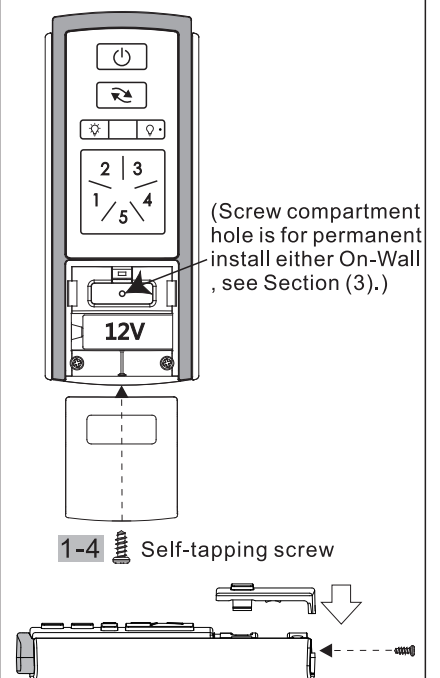
1-1. Open the front cover of Hand-Held.



1-2. Install the 12V battery. (provided)  
1-3. Note the location of the Dimmer/On Switch. (Factory default is set to Dimming)  
Set dip switch in **D** position for LED Dimming.  
Set dip switch in **O** position for LED ON/OFF only.



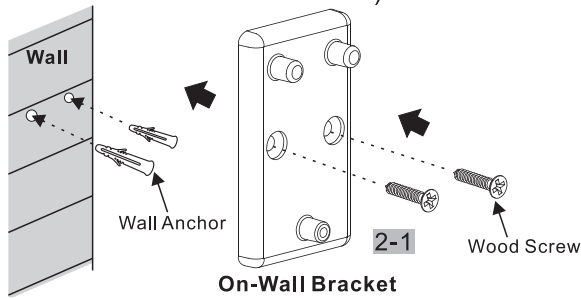
1-4. Reinstall the front cover and secure into place using the small self-tapping screw from the hardware bag.



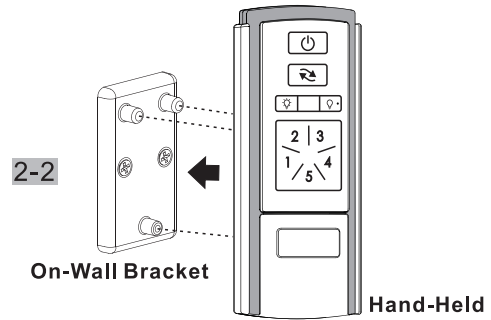


## (2) ON-WALL BRACKET INSTALLATION

2-1. Position the bracket on the wall where desired, with the single post at the bottom as shown, secure the bracket with the two Wood Screws provided. (Wall anchors are for concrete wall.)



2-2. Snap the Hand-Held onto the On-Wall Bracket by aligning 3 posts to three recessed holes in back of Hand-Held.



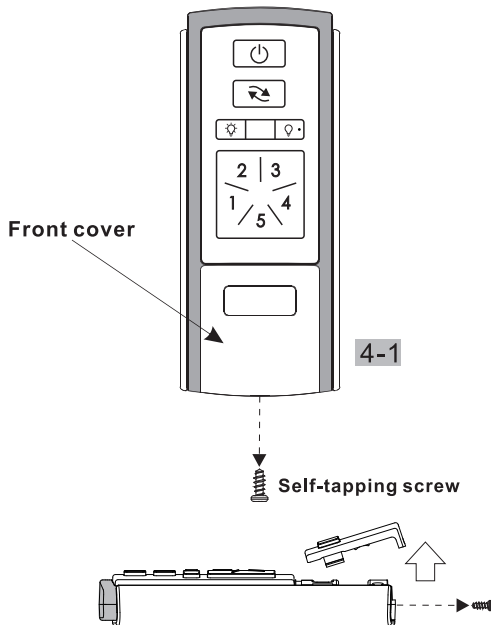
**IMPORTANT: Single post of wall bracket must be downward.**

**You have completed the Wall mount installation.**

## (3) FOR PERMANENTLY STATIONED CONTROL

(For school, hotel or public facility so the hand-held cannot be easily removed.)

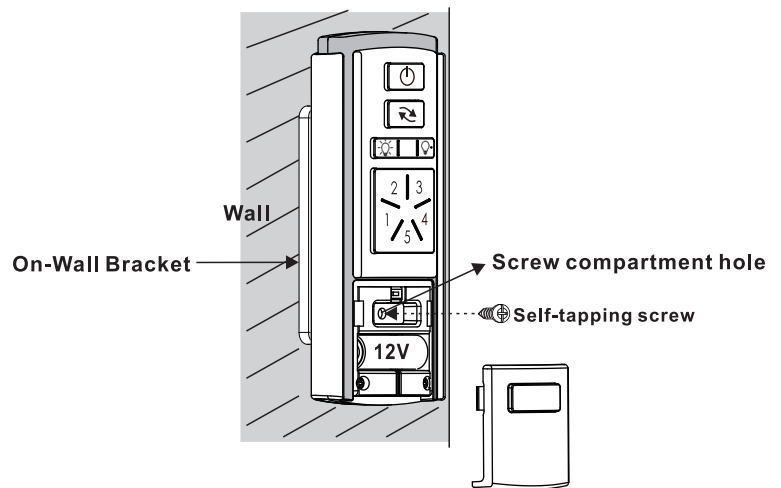
3-1. Open battery cover of Hand-Held by removing the self-tapping screw.



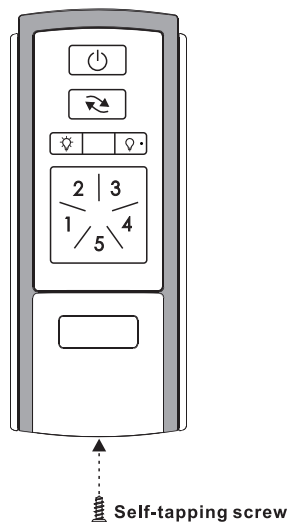
3-2.

Using the Self-tapping screw for the bracket used, attach the Hand-Held to the bottom post of the bracket through the screw compartment hole.

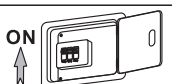
**On-Wall Bracket: Use provided self-tapping screw.**



3-3. Snap the cover back onto the transmitter and secure with small self-tapping screw removed in step 3-1.



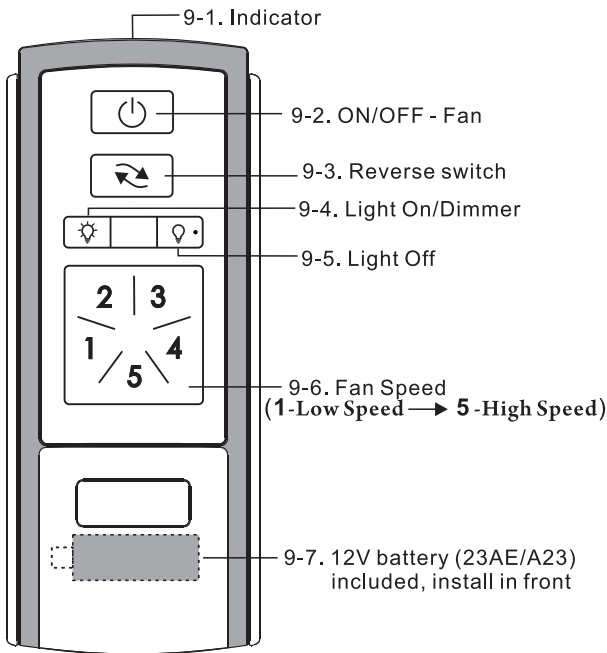
**Turn on the power at breaker box, the fan is ready for operation!**




# 9. OPERATIONAL INSTRUCTION

**Warning: DO NOT PRESS THE  BUTTON FOR MORE THAN 4 SECONDS TO AVOID FACTORY RESET AND THE LOSS OF PRE-PAIRED PROGRAMING OF RECEIVER AND TRANSMITTER!**

**All the button pressed will have a Beep sound and the red indicator light will turn on.**

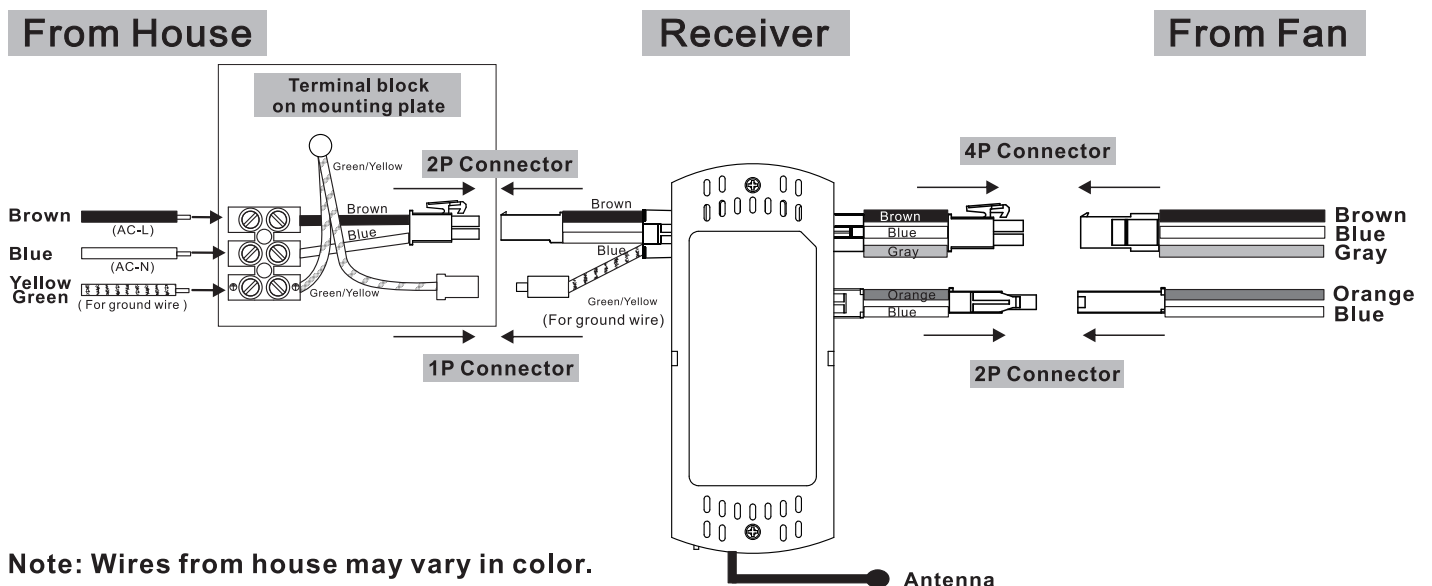


- 9-1. Indicator
- 9-2. Press  button to turn the fan ON/OFF. **Note: On every startup, the fan will move forward & backward for 2~3 seconds.**
- 9-3. Reverse switch
- 9-4. Short press for Light ON.  
Hold the button for dimming the light.
- 9-5. Short press for Light Off
- 9-6. Fan Speed:  
1- Low Speed → 5- High Speed
- 9-7. 12V battery (23AE/A23) included, install in front.

**Note: Press  button to turn the fan ON/OFF. The remote retains the last settings (fan speed and light dimming level) in memory. Switch the fan ON/OFF by main power will operate at initial setting. (fan off and light on)**

## TROUBLESHOOTING

- In the event the fan does not operate properly, please perform the following steps.
1. Lower the canopy and check that all wires are connected properly.
  2. Perform the remote Pairing Process at step 10-1 on P10.



**Note: Wires from house may vary in color.**

# 10. REMOTE PAIRING PROCESS


The Pairing Process is only necessary when there is an issue. Remote set is pre-paired from the factory and should not require the Pairing Process.

**A fan may need to have “Pairing Process” performed for the following issues.**

1. Replacing the transmitter.
2. Replacing the receiver.
3. Multiple fans on the same circuit.

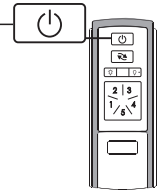
(In multiple fans situation, each fan must be wired up individually for the Pairing Process; **see step 10-1.**)

## 10-1. PAIRING PROCESS FOR TRANSMITTER AND RECEIVER:

1. Switch off the main power  and make sure fan has completely stopped .
2. Install a New receiver or install the battery in a new transmitter before the Pairing Process.
3. Switch on the power again, and immediately:

**Press and hold the  for 8 seconds until the Receiver “Long Beeps”.**

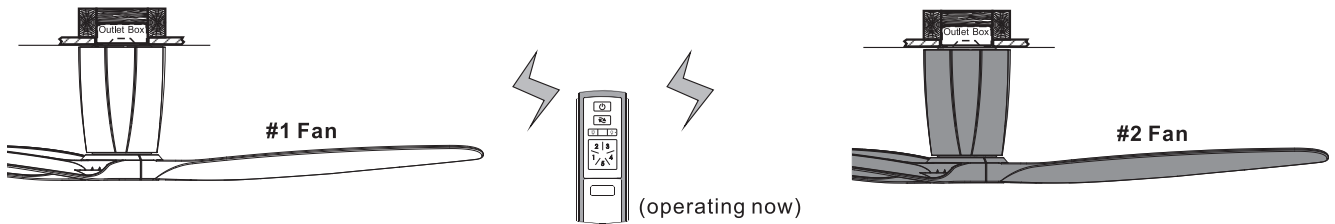
**This process must be done within 20 seconds after switching on the power.**



This fan has completed the pairing successfully and the fan is ready for operation!

### 10-2A. Pairing Process for Multiple fans (One transmitter for multiple receivers)

If you wish to use only **one transmitter for two fans**, simply wire up both fans at one time and perform the Pairing Process at **step 10-1** from a point between the two fans.



### 10-2B. Pairing Process for Multiple fans (One transmitter for one receiver)

The Pairing Process must be performed on each remote set (transmitter and receiver) individually. **See the set up at step 10-3.**

## 10-3. TO SET UP REMOTE FOR #1 FAN

**Make sure to turn off power at breaker box.**   
**Disconnecting wire from #2 fan.**

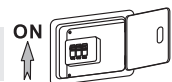
Before starting the remote control setting process, lower the canopy of #2 Fan and disconnect the Brown wire from Terminal block.



#1 Fan is ready for setting.



**Turn on power at breaker box and #1 Fan is ready for pairing.**



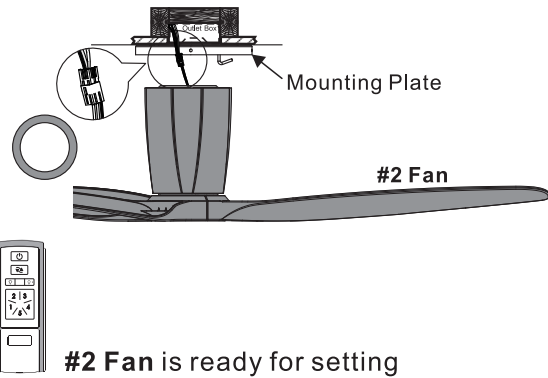
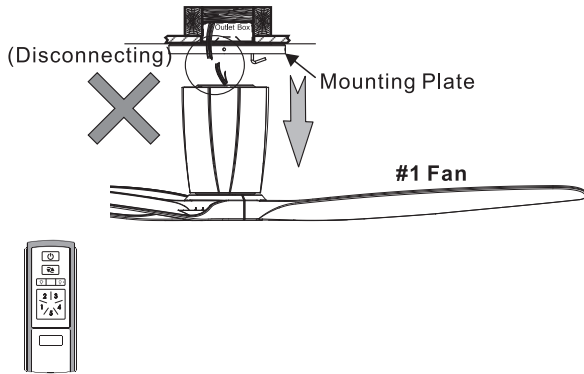
\*See the remote control setting process 10-1 to set up #1 Fan.


## 10-4. TO SET UP REMOTE FOR #2 FAN

Make sure to turn off power at breaker box. 

### Disconnecting wire from #1 Fan

Disconnect the Brown wires from Terminal block #1 Fan and connect the Brown wires from Terminal block back to #2 Fan that you remove from 10-3.



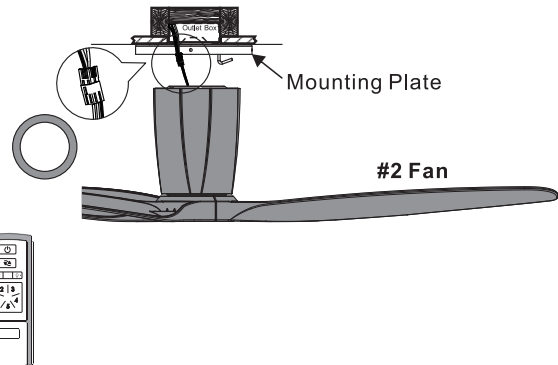
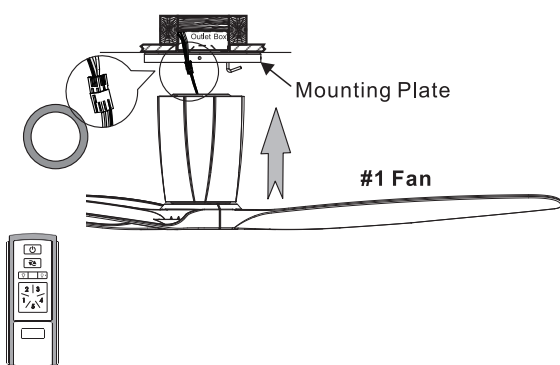
Turn on power at breaker box and #2 Fan is ready for setting. 

\*See the remote control setting process for 10-1 to set up #2 Fan.

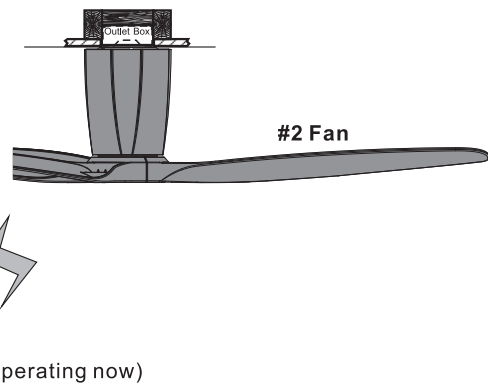
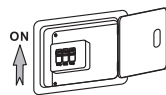
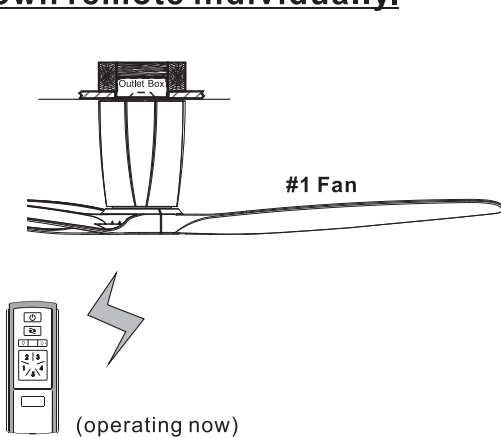
## 10-5. RECONNECT ALL FANS

Make sure to turn off power at breaker box. 

After all the fans have done the resetting process, reconnect all the wires for #1 fan & #2 fan, and lift up the Canopy of #1 fan & #2 fan.



**10-6. Switch on the main power and now each of these two fans are operated by its own remote individually.**



**NOTE:** For more than two fans, the same rules apply. Make sure only one fan at a time is connected to power when doing the Remote Setting. Already completed fans should be disconnected until all fans have completed the Remote Setting process.