

# Tips for Portable Air Cleaners (PACs)

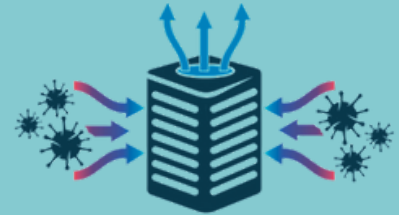
## Follow these 7 tips to help your PAC work its best.

**Before purchasing your PAC: Select PACs that use High Efficiency Particulate Air (HEPA) filters**

1. Avoid devices that advertise "ionizer" or "ozone" technology.
2. Know the square feet (sq ft) of your space.
3. Choose a PAC that has a Clean Air Delivery Rate (CADR) that is  $\frac{2}{3}$  of the room's area (in sq ft).

*For example:*

- a. 15x20ft room = 300 sq ft
- b.  $\frac{2}{3}$ s of 300 is 200
- c. buy a PAC with at least 200 CADR



## **After purchasing your PAC**

1. Where you place the PAC in a room matters. Notice the air inlets and outlets on your PAC, and make sure air can flow freely in and out of the unit. Avoid placing the PAC near open doors, windows, and/or directly under vents.
2. Cover the power cord to avoid tripping hazards.
3. Use the PAC at the highest fan setting acceptable for the noise level.
4. Follow manufacturer's recommendations for use and how often to replace the HEPA filter.

# Tips for Heating Ventilation Air Conditioning HVAC

- Make sure that vents are open with nothing covering or blocking them.
- Upgrade your filters to MERV 13 or higher.
- Change filters on a regular basis (follow manufacturer recommendations).
- Run systems continuously on "ON" mode instead of "AUTO."
- Only operate the HVAC in spaces or areas that are occupied if you can control it that way. This would reduce energy consumption, minimize equipment wear and tear, and extend the lifespan for filters.
- Make sure systems are regularly inspected and maintained to run properly.
- Inspect the outside air dampers to ensure they are open and the system is bringing in outside air.



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