# Maintenance Book



maintenance@saki-corp.jp



https://ensaki-corp.jp





098-923-0454

# For inquiries and maintenance request

please contact us at the following information for applying inquiries or maintenance request.

In this way, we can share the information with a supervisor and a maintenance team directly and take care of it faster.

# E-mail: maintenance@saki-corp.jp Tel: 098-923-0454

(Please leave a message when office is closed, we sill answer when it's emergency.)
Please let us know with the following information when you call or send e-mail.

Unit name, Tenant name,
Request/Order details
(Location, condition, brand name,
pictures and more)

If you don't hear from us with in 5business days
Please call our office.

here are times we get charged when we send maintenance over to your place and there isn't anything wrong, s-0

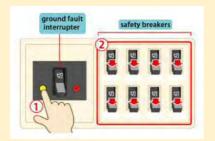
# Before YOU call SAKI CORPORATION

	if	Then you may have to · · ·
Heater A/C	It doesn't get Hot or Cold	<ul> <li>→ Clean the filter.</li> <li>→ Make sure the remote is set to the correct selection.</li> <li>Unplug the A/C unit and wait 5 minutes.</li> <li>Then plug it back in and turn the power on again</li> </ul>
Hot water	There is no hot water	For the kerosene tank  → Please check the kerosene gauge. Is it empty?  For the gas tank  → Please check the stove also. If the hot water and stove doesn't work, push the reset button on the gas meter for about 3 seconds.  Wait 5 minutes and try the stove and hot water again.
Dryer	The clothes are not dried off well	For an American dryer or Japanese gas dryer  → clean the filter and vent. For an electric dryer → Clean the filter
Internet Contact your internet provider		

If you've followed these instructions and still have trouble please give us a call and we will provide you with assistance.

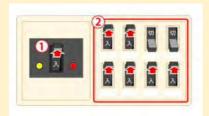
#### Don't panic in the event of a sudden power interruption!

Operate the switches in the following order if the ground faulty interrupter on your electrical circuit board switches off and the lights in your house suddenly go off.



First, turn all the safety breakers off.

The breakers are the line of small switches that are located next to the ground faulty interripter.



Next, flip each breaker one by one to power on after fliping the ground faulty interrupter.



If the ground faulty interrupter shuts off as soon as you have flipped the breaker switch to the on position, that circuit has faulty wiring or an appliance has a short circuit. Contact an electrician immediately to replace any faulty wiring.

Don't use a short-circuited appliance and have it repaired.



Leave the faulty circuit breaker in the off and flip the ground fault interrupter switch into the on position again. You can use the other circuits except for the faulty one if their breakers stay in the on position.

If a circuit breaker is turned off, it is possible you are using too many appliances at once.

# 止まったガスを再び使う時、自分でできるガスの再開方法。

How to restart the gas supply by yourself.

Cómo reanudar el suministro de gas por usted mismo.

Como restaurar você mesmo o suprimento de gás que tenha parado.



- 器具栓をすべて閉める。
- Turn off all appliance valves.
- Cierre todas las válvulas de gas de los artefactos.
- Feche todas as válvulas dos aparelhos.





- ▶メーター左側の黒いボタンを押す。ランプが点灯したら、すぐ手をはなす。
- Press and hold the black button at the lower left under the LCD on the front of the meter. Release the button when the lamp lights.
- Presione el botón negro ubicado a la izquierda inferior del LCD.
   Suelte el botón inmediatamente después que se encienda la luz.
- Pressione o botão preto do lado esquerdo inferior do LCD.
   Assim que a lâmpada acender, tire o dedo do botão.





- 表示部の文字とランプが点滅する。約1分間待つ。
- The lamp and letters on the LCD should be blinking. Wait around 1 minute.
- Parpadean la luz y las letras que aparecen en la pantalla LCD.
   Espere 1 minuto aproximadamente.
- A lâmpada e as letras da parte mostrada do LCD vão ficar piscando.
   Espere cerca de 1 minuto.





- 表示部の文字とランプの点滅が消えるとガスが使えます。
- When the lamp and letters on the LCD stop blinking, the gas supply has been reset. You can now use the gas as usual.
- Se puede reanudar el uso del gas después que dejen de parpadear la luz y las letras.
- Quando a lâmpada e as letras do LCD pararem de piscar, o suprimento de gás está pronto. Você pode recomeçar a usar o gás.



- 復帰操作をしても復帰できない場合は、LPガス販売店へ連絡してください。
- If the gas supply is not restored after you follow this procedure, contact your LP gas shop.
- Cuando no se pueda restablecer el suministro de gas aún después del trabajo de restablecimiento, contáctese con el distribuidor de gas PL.
- Se não conseguir recuperar o suprimento de gás, mesmo executando esse procedimento de recuperação, ligue à loja concessionária de gás LP.



- ●ガスによるトラブルが発生した時は、右記へ電話してください。
- When a gas related problem occurs, call the number on the right.
- En caso de ocurrir algún problema relacionado con el gas, llame al número indicado a la derecha.
- Quando ocorrer algum problema relacionado com o gás, telefone no número à direita.



# 書らしの安全を守る ガスメーター

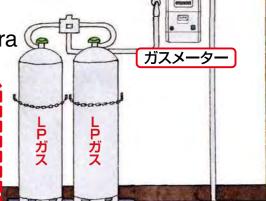
Your gas meter is safer for everyday life with Liquefied Petroleum Gas (LPG).

Su medidor de gas defiende la seguridad de su vida cotidiana con el Gas Licuado de Petróleo.

Sua vida diária com Gás de Petróleo Liquefeito é mais segura com o medidor de gás.



- The liquid crystal display (LCD) shows the status of gas flow.
- La pantalla de cristal líquido muestra el estado del flujo de gas.
- O monitor de cristal líquido indica o estado de condições do fluxo de gás.



表示部

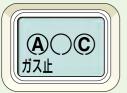
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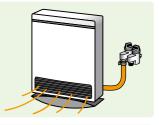


- When your gas meter detects a problem with the gas flow, such as the following, it automatically stops the gas supply.
- El medidor de gas detecta la anormalidad de en el flujo de gas y corta automáticamente el suministro de gas para garantizar la seguridad.
- Quando o medidor de gás detectar alguma anormalidade de gás, como nos seguintes casos, pára automaticamente o suprimento de gás.



#### ●長い時間ガスが流れた時

- When an unusually long-time gas flow is detected.
- Cuando se detecta el flujo de gas por un tiempo anormalmente prolongado.
- Quando for detectado o gás fluindo por um tempo demasiadamente longo.





#### ●ガス使用中に大きな地震が発生した時

- When a severe earthquake is detected while gas is being used.
- Cuando detecta un fuerte temblor durante el uso del gas.
- Quando for detectado um forte terremoto enquanto estiver usando gás.





#### ● ゴム管がはずれた時など、大量のガスが流れた時

- When an abnormally large gas flow is detected, such as when a gas hose becomes disconnected.
- Cuando ocurre una gran cantidad de fuga de gas por desconexión o rotura de la manguera de gas.
- Quando for detectado um fluxo anormal de gás em grande quantidade, como no caso de desconexão da mangueira.



# For safe and secure use

What should you do when you smell gas? Please keep this guidebook in your kitchen, living room, or wherever your family can easily find it.



# Never use an ignition source.



 Never touch the switches of lights, ventilation fans, or other electrical appliances. These may spark and ignite fires.



# Open windows and doors wide to flush out the gas.

 Check for gas accumulating in low places. Remember that LP gas is heavier than air.



# Close all gas and appliances valves.

 Be sure to close the gas meter valve or gas cylinder valve.



If you don't know where the gas meter valve is located, check with your local LP gas shop in advance.

# Report the gas leak immediately.

Follow the instructions of the emergency contact person.

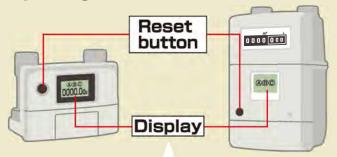




- Do not use any gas until safety is confirmed.
- OCheck the emergency contact details of your local LP gas shop (for future reference).
- ○Contact in an emergency is available 24 hours a day.

# When your gas suddenly stops

Firstly, confirm safety and check why the gas shut off.





When an earthquake of intensity 5 or greater occurs during gas use.



When gas continues to be used for a long time, such as when an appliance hasn't been turned off.



When there is quite a lot of gas flowing, such when a rubber hose has come off.

If there is a gas leak or you smell gas, do not reset the gas meter as shown on the right. Contact your LP gas shop or the emergency contact address.

- \*If gas was not in use, the gas supply is not shut off.
- \*If your gas is not usable after you complete the reset steps, do not repeat the reset procedure. Contact your LP gas shop for an inspection.

### Resetting the gas meter



- Close all appliance valves.
- Check that all unused gas valves are in the closed position.



- Press the reset button on the left side.
- The "ガス止 (Gas Supply Stopped)" message goes out.



- Letters on the LCD and the lamp begin flashing.
- Wait for one minute.

\*The reset button may have a lamp on some meters.





- The Letters on the LCD and the lamp go out.
- Reset is complete.
- Gas can be used again.



# Get your gas appliances inspected after 10 years.

Gas appliances that have been in use for long periods of time can cause accidents due to deteriorating parts. Once 10 years have passed, contact the manufacturer or dealer to request an inspection.





Contact details in case of LP gas emergencies!

Contact address

Tel.

Contact in an emergency is available 24 hours a day.

LP gas shop

#### What is carbon monoxide (CO) poisoning!



If you use a gas appliance in an environment without sufficient air (oxygen), the appliance will generate carbon monoxide due to incomplete combustion. Carbon monoxide is extremely toxic. Inhaling even small amounts can lead to the risk of death. Installing a CO detection device is recommended.

# V Just in case...!

## CO alarm Gas leak alarm

• Be sure to plug the alarm back into the plug outlet after using a vacuum cleaner, etc.

• Is the plug detached?







Example of a CO alarm

By installing a gas alarm or CO alarm, you'll have peace of mind because you'll be alerted by a buzzer or voice message when there is gas trouble.

\*CO alarms should be replaced every 5 years.

## LP gas cylinders

• The installation site should be at least 2 meters away from any ignition source.



### Recommended steps to prevent snow damage

 Regulators or gas meters can be damaged by snow. Please use a snow fence or check the cylinder hut.

• When removing snow from a roof, take care to avoid damaging LP gas equipment.



# Always contact your local LP gas shop when...

#### **Flame**

Flame is unstable | Flame is yellow

Some sections have no flame

# **Operation**

Flame goes out during use

Flame flares up or explodes on ignition

Fire does not spread smoothly

Flame does not catch evenly

Doesn't ignite

# **Appliance**

Abnormal noise as flame burns

A smell of gas

A smell of exhaust gas during operation

Request an inspection from the appliance manufacturer or your LP gas shop immediately.



# Safety check points

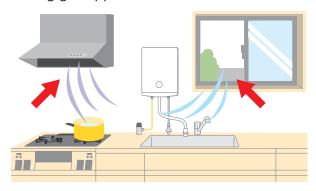


To prevent carbon monoxide (CO) poisoning!

# **▼** To prevent gas leaks!

#### Check ventilation

 Make a habit of ensuring ventilation when using gas appliances.



#### To users of gas heaters and gas fan heaters

Be sure to open a window to ventilate for a few minutes once or twice every hour.



## Combustion appliances which intake and exhaust directly outdoors

- Is the exhaust pipe detached?
- Is the exhaust port blocked?
- Is the end of the exhaust pipe set outdoors?

# Check the ignition Repeated ignition/re-ignition Going out

- Accidents will occur if you fail to confirm proper ignition. Be sure to check visually!
- Accidents occur when gas accumulates in an appliance after repeated failures at ignition. Always be careful when attempting to ignite a gas appliance after failing the first few times.
- \* Is the battery dead?

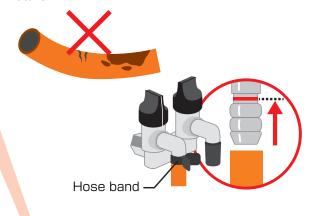
#### Unused gas valves

- Is the knob turned off fully?
- Is the gas valve covered with a rubber cap?



#### Rubber hose

- Are there any burn marks or cracks?
- Does the hose reach the red line on the gas valve?
- Is the hose firmly fastened with a hose band?

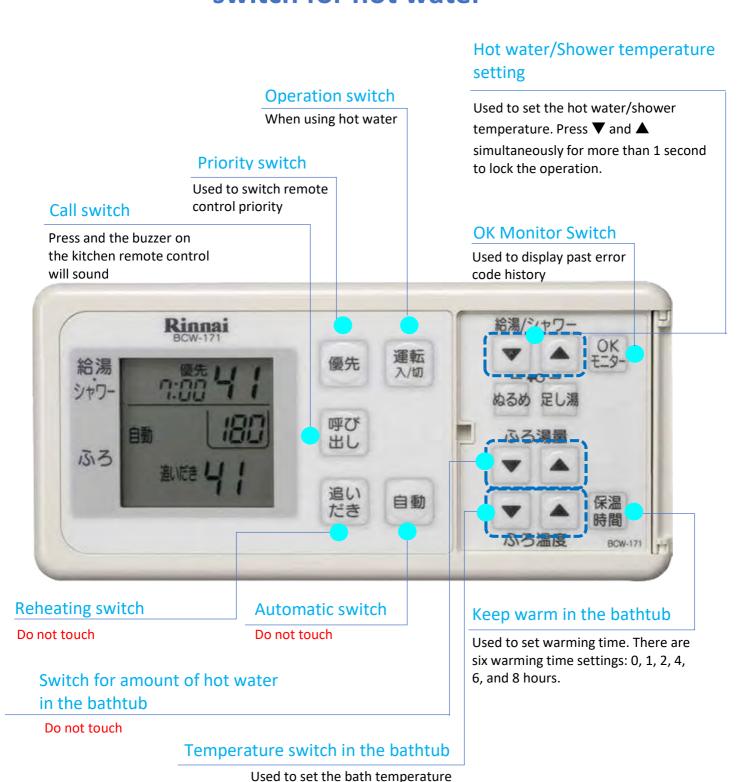




#### Names and Functions of Each Part

The display screen is for explanation purposes, and does not indicate the actual oparation statue.

#### switch for hot water



# Prepare yourself for a typoon

To ensure the safety of residents during a typhoon or strong winds. We encourage everyone to refrain from going outside. Sidewalk and other open spot are prone to fallen obstacles. Here are the 6 reminders for keeping your property safe from the typhoon.

- 1. Always keep yourself updated with the latest weather report.
- 2. Clear up and secure all loose items outside of your home.
- 3. remove any and all items that may fall from your walls and windows.
- 4. Bring all items inside such as a satellite dish and trash cans--anything taht can cause damage during a typhoon.
- 5. Be sure to close the garage door and install the garage door braces on the inside and the outside of the door to avoid typhoon damage.
- 6. keep an eve on lighted candles or gas lanmps.

Even though we can't control the weather, we should lessen its impact on your property.

Stay vigilant to remain safe.

Thank you for your understanding and cooperation!!

Please report to us by email if there are any damages after the typhoon.

Please make sure the email subject includes your name and the name of your house/apartment..

# **ESPECIALLY FOR DRYWALL**



# Eliminating or preventing mold build up in your apartment!!



# Daily....

When you turn A/C units on, if you keep your property colder than a decent temperature,

It will cause condensation. The situation (condensation is the cause of the outside and inside temperatures being significantly different) generates MOLD.

We highly recommend ventilating each room by opening the windows daily, or please avoid using AC for 24 hours.

## If you leave your apartment in excess of one week,

Please, turn your A/C units off except for the living room.

Be sure to set up the dehumidifier (It is constantly humid in Okinawa), and turn on a ventilator in the bathroom, then open all doors of the cabinet/closet in your property.

This will ensure that air is properly circulated.

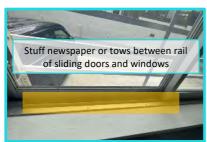


# Please, take measures before the tyhpoon



《Leaking the water rain from the gap between the door!!》

During the typhoon, please replace the towel or newspaper regularly to avoid leacking under the door.



《Leaking the water rain from the gap beween the rail of windows!!》 Please, stuff the newspaper or towels by the windows and replace these regulary.



《Do not activater outdoor airconditioner while passing the typoon!》
It's uncomfortable though thank you for your cooperation to avoind broken AC.



 $\langle$  Partition wall of the veranda or the pouch is broken !  $\rangle$ 

If you keep something on your stuff, it may cause flying or hitiing to the wall due to the storm.

Please, remove them before coming the



 $\langle\!\!\langle$  Flooding the room from the veranda or the pouch !  $\rangle\!\!\rangle$ 

If you keep clean around drain, it causes overflow during the typhoon and flooding your room.

Please, keep an aye on and clean regulary to avoid the worst case.

Please, set somebody up, if you have a trip or leave the property for several days during the typhoon to make sure that everythin is all right.

Once there is power outage, it causes suspension of water supply due to the stopped feed pump. We highly recommend you stock up on a some of water in preparation for the typhoon.

Air conditionfr vocabJJlary_			
I FUNCTIONS (ENGLISH)	JAPANESE		
●ON/OFF	●運転入/切		
●SELECT MODE	●運転切換		
AUTO	自動/オート		
A/C	冷房		
DEHUMIDIGICATION	除湿/ドライ		
HEAT	暖房		
VENTILATION	送風/サーキュレーション		
●AIR SHIFT	風向		
SWING/LOUVER	スイング/ルーバー/上下		
●FAN SPEED	風量/風速		
HIGH	強		
MEDIUM	中		
LOW	弱		
AUTO	自動/オート		
●TEMPERATURE	温度/室内調整		
HIGH	高		
MEDIUM	中		
LOW	低		
AUTO	自動/オート		
●PROGRAM	予約		
TIMER CONTROL	タイマー操作		
TIMER ON	タイマー入		
TIMER OFF	タイマー切		
DELETE	取消/解除		
SLEEP(TIMER)	おやすみ		
●SET TIME	時間設定/時間合わせ		
HOUR	時		
MINUTE	分		
CURRENT TIME	現在時刻		
AM	午前		
PM	午後		
●RESET	リセット		
EXTRA FUNCTION			
HEALTH A/C MODE	健康冷房(It adjusts temperature difference inside and outside)		
COMFORTABLE SLEEP MODE	快眠冷房(It adjusts temperature from setting too cold while sleep)		
QUICK TIMER MODE	かんたんタイマー(It turns off in set-up time)		

washing machine		
I FUNCTIONS (ENGLISH)	JAPANESE	
power ON/ OFF	電源 切/入	
Start	スタート	
Select Course	コース	
Timer	予約	
Spin	脱水	
Rince	すすぎ	
Wash	洗い	
Water level	水位	
Standard	標準	
Speedy	スピーディー	
Thoroughly	念入り	
Blanket / Thick Clothes	毛布	
Filter	フィルター	