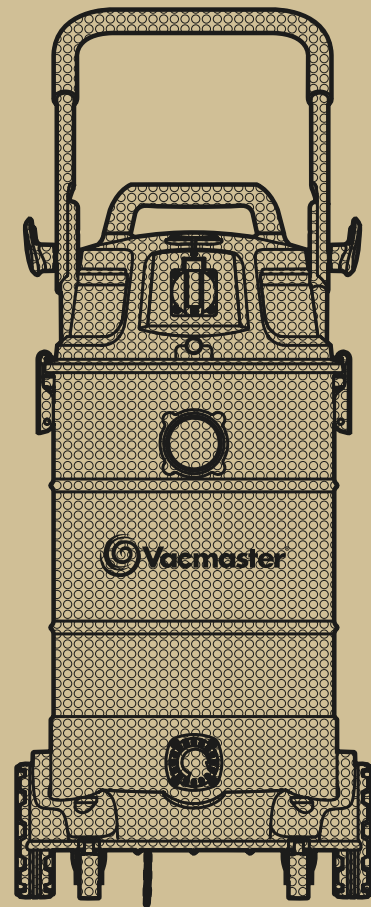




WET & DRY  
**VACUUM CLEANER**

**VK1638SWC**

**IPX4** **CE** 



**VK1638SWC / 1600W / 38L**

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**Thank you for purchasing this Vacmaster® vacuum cleaner.**

**With Vacmaster® you are obtaining a high quality product that is engineered for optimal performance.**

**This vacuum cleaner is capable of picking up dry materials as well as liquids.**

**FOR YOUR SAFETY CAREFULLY READ AND UNDERSTAND ALL INSTRUCTIONS.**

## **WARRANTY**

Vacmaster® takes pride in producing a high quality, durable product. This Vacmaster® product carries a limited two (2) year warranty against defects in workmanship and materials from date of purchase under normal household use. If product is to be used for commercial, industrial or rental use, a 90 day limited warranty will apply. Warranty does not apply to defects due to direct or indirect abuse, negligence, misuse, accidents, repairs or alterations and lack of maintenance. Please keep your receipt as proof of purchase.

## **SAFETY INSTRUCTIONS & WARNINGS**

### **IMPORTANT SAFETY INSTRUCTIONS**

**READ AND UNDERSTAND ALL INSTRUCTIONS BEFORE USING THIS VACUUM CLEANER**

Read and understand this owner's manual and all labels on the wet and dry vacuum cleaner before operating. Safety is a combination of common sense, staying alert and knowing how your vacuum cleaner works. Use this HEPA wet and dry vacuum cleaner only as described in this manual. To reduce the risk of personal injury or damage to your HEPA wet and dry vacuum cleaner, use only Vacmaster® recommended accessories.

For household or commercial use.

### **SAVE THIS MANUAL FOR FUTURE REFERENCE.**

When using an electrical appliance, basic precautions should always be followed including the following:

**WARNING:** TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR INJURY:

- Do not run wet and dry vacuum cleaner unattended.
- Do not vacuum, or use this HEPA wet and dry vacuum cleaner near flammable liquids, gases, or explosive vapors like gasoline or other fuels, lighter fluids, cleaners, oil-based paints, natural gas, hydrogen, or explosive dusts like coal dust, magnesium dust, grain dust, or gun powder. Sparks inside the motor can ignite flammable vapors or dust.

- Do not vacuum anything that is burning or smoking, such as cigarettes, matches, or hot ashes.
- Keep cord away from heated surfaces.
- Do not expose to rain. Store indoors.
- Use insulating gloves, an earth connector connected to the steel container, or any other protective equipment when using the vacuum cleaner in some special places such as carpet or insulated floor.
- Do not store the vacuum cleaner in insulated places after using for carpet cleaning or insulated grounds cleaning. Store the vacuum cleaner in a well earthed environment.
- Do not unplug by pulling on cord. To unplug, grasp the plug, not the cord.
- Do not use with damaged cord, plug or other parts.
- If wet and dry vacuum cleaner is not working as it should, has been dropped, damaged, left outdoors, or dropped into water, return it to a service center.
- Do not pull or carry by cord, use cord as handle, close a door on cord, or pull cord around sharp edges or corners.
- Do not run HEPA wet and dry vacuum cleaner over cord.
- Do not handle plug or the HEPA wet and dry vacuum cleaner with wet hands.
- To reduce the risk of health hazards from vapors or dusts, do not vacuum toxic materials.
- Do not store near hazardous materials.
- Do not use this HEPA wet and dry vacuum cleaner with a torn filter or without the filter installed except when vacuuming liquids as described in the operation section of this manual.
- Do not allow to be used as a toy. Close attention is necessary when used by or near children.
- To reduce the risk of injury from accidental starting, unplug power cord before changing or cleaning filter.
- Do not leave wet and dry vacuum cleaner unattended when plugged in. Unplug from power socket when not in use and before servicing.
- Turn off wet and dry vacuum cleaner before unplugging.
- Do not put any object into ventilation openings. Do not vacuum with any ventilation openings blocked; keep free of dust, lint, hair or anything that may reduce air flow.
- Keep hair, loose clothing, fingers, and all parts of body away from openings and moving parts.
- To reduce the risk of falls, use extra care when cleaning on stairs.

- When using for HEPA EPA RRP cleanup tasks, use only certified Vacmaster HEPA filter.
- Even when used with a HEPA filter, extremely small particles may pass through the filter, always wear appropriate protective safety equipment.

**WARNING:** IF FILTERS ARE CONTAMINATED OR HAVE BEEN USED, THEY MUST BE DISPOSED OF PROPERLY, PRIOR TO PERFORMING WET VACUUMING OPERATIONS.

This appliance should not be used by persons under the age of 16 or by above and persons with reduced physical, sensory or mental capabilities or lack of experience and knowledge, as well as any other persons such as persons with heart disease unless they have been given supervision or instruction concerning 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.

## SPECIFICATIONS

Voltage:	220-240V~50Hz
Power input:	1600 Watt, max.
Socket:	1300 Watt, max.
Container:	38 L
Dry filtration:	HEPA Cartridge Filter, Pre-Filter & Dust Collection Bag
Wet filtration:	Foam filter for wet use

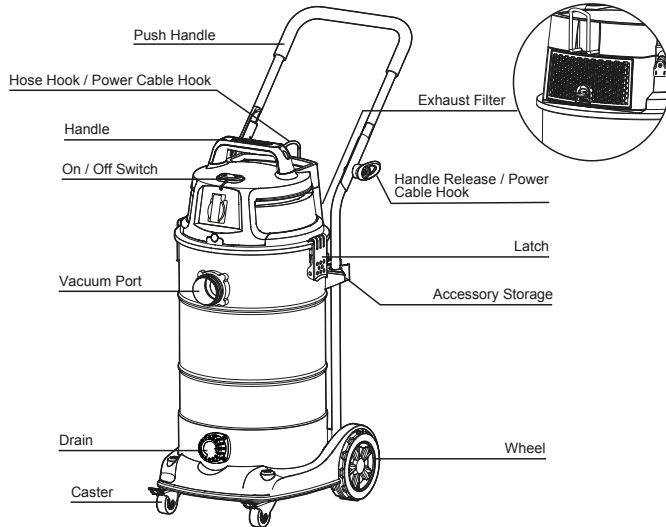
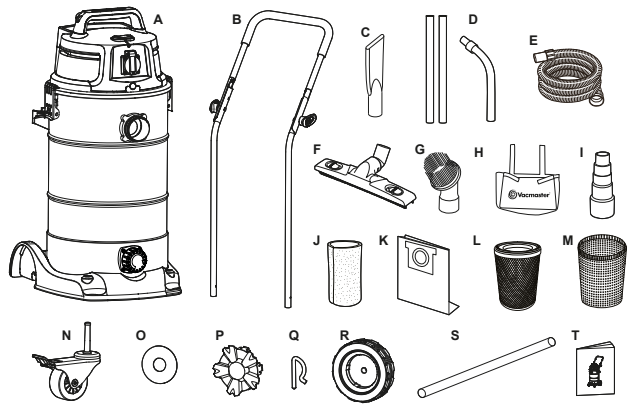
## UNPACKING AND CHECKING CARTON CONTENTS

Remove entire contents of carton. Check each item against the carton contents list.

### Carton contents lists

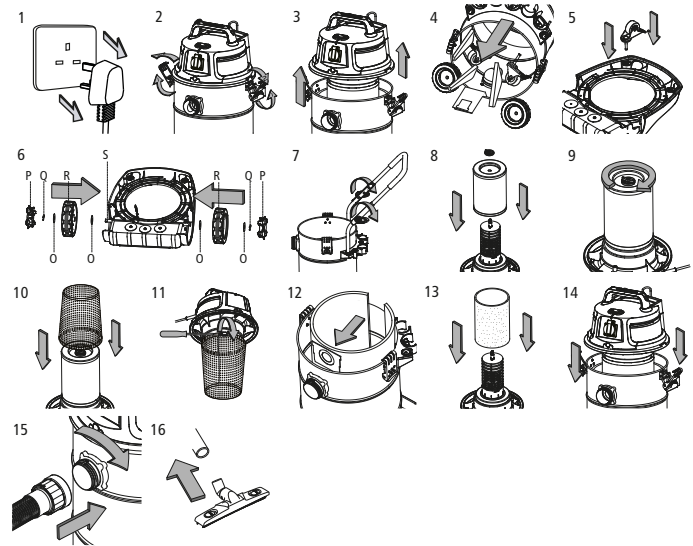
Key	Description	QTY.
A	Vacuum Cleaner	1
B	Push/Pull Handle	1
C	Crevice Nozzle	1
D	Extension Wands	3
E	Hose	1
F	Floor Squeegee	1
G	Horse Hair Round Brush	1
H	Accessory Pouch	1
I	Hose Adaptor For Power Tools	1
J	Foam Sleeve Filter	1
K	Dust Collection Bag	1
L	HEPA Cartridge Filter	1
M	Pre-Filter	1
N	Front Caster	2
O	Washer	4
P	Hub Cap	2
Q	R Pin For Axle (Wheel Retaining Pin)	2
R	Rear Wheel	2
S	Wheel Axle	1
T	Operator's Manual	1

**NOTE:** The hose and accessories for these vacuum cleaners are 1.5 inch (38 mm) diameter.



## GENERAL ASSEMBLY INSTRUCTIONS

A Philips head screw driver is required.



**WARNING:** DO NOT PLUG IN POWER CORD TO POWER SOCKET, MAKE SURE PLUG IS DISCONNECTED BEFORE ASSEMBLING THE WET AND DRY VACUUM CLEANER.

This HEPA vacuum cleaner is supplied with a certified HEPA filter that has been lot tested by an independent lab to IEST-RP-CC001 to show that it meets the United States Environmental Protection Agency's definition of a HEPA vacuum cleaner (100% leak tested to 99.97% @ 0.3 micron Efficiency). This classification can be considered equivalent to the EU classification of HEPA 13 according to EN1822:2011.

This vacuum cleaner can be used for lead renovation work under the US EPA Lead Renovation Repair and Painting rule. It can be used to pick up materials like sawdust and gravel, as well as the ultra fine materials like drywall dust and cold fireplace ash.

**CAUTION:** This vacuum cleaner has been specifically designed to clean up hazardous dust. Special filters reduce the incidence of airborne dust that would be created by other methods of cleaning. During the removal of hazardous dust, DO NOT sweep, scoop, shovel or in any manner handle other than by vacuuming. DO NOT at any time attempt to remove, substitute or by any other means modify the filters in the vacuum cleaner. Use only manufacturer's approved vacuum filters and filters bags. Before attempting to use or before cleaning with this vacuum cleaner, be sure that you fully understand the instructions for setting up or cleaning/changing filters.

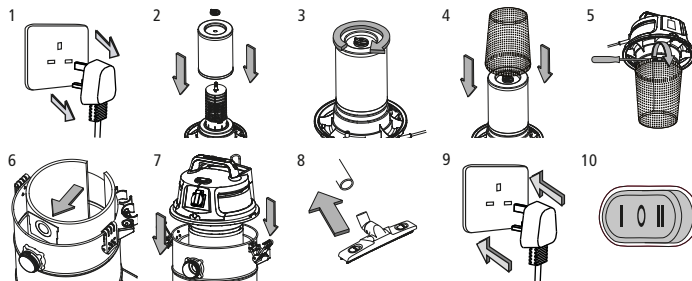
#### UNPACKING YOUR WET AND DRY VACUUM CLEANER & GENERAL ASSEMBLY

1. Verify that the power cord is disconnected from the power socket. (fig. 1)
2. Undo the latches. (fig. 2)
3. Lift the power head off the tank. (fig. 3)
4. Remove the contents from inside the tank, make sure you have all contents as listed on page 4. (fig. 4)
5. Turn the tank upside down and insert the two caster feet into the front slots on the base. Apply downward pressure to each caster. Casters will "snap" into place when installed properly. Verify that the casters are mounted correctly. (fig. 5)
6. Insert the wheel axle into the base. Insert washer onto the axle followed by rear wheel and insert washer again. Insert the 'R' pin into the hole on the end of the axle to retain the wheel. Snap the hub cap on to the wheel. Repeat the same steps at the other end of the axle. (fig. 6)
7. Spread the push / pull main handle. Spin the power cable hook to fix the handle in place. (fig. 7)
8. Your vacuum cleaner comes ready for dry vacuum cleaning. If HEPA filter and pre-filter are not installed refer to page 9 for filter installation. (fig. 8 & 9)

9. Fit collection bag flange onto the inlet stub, taking care not to damage the bag. (fig. 12)
10. For wet vacuum cleaning, remove the pre-filter, HEPA cartridge filter and collection bag, install the supplied foam filter instead of the cartridge filter and pre-filter. Do not use a dust bag when wet vacuuming. (fig. 13) See page 10 for filter installation.
11. Place the power head back on the tank, aligning the top section with the latches, and hook the latches. (fig. 14)
12. Insert the locking end of the hose into the vacuum port and turn to lock in to place. (fig. 15)
13. Choose the desired accessories and push onto the suction tube. (fig. 16)

**WARNING:** IF FILTERS ARE CONTAMINATED OR HAVE BEEN USED, THEY MUST BE DISPOSED OF PROPERLY, PRIOR TO PERFORMING WET VACUUMING OPERATIONS.

## D RY-VACUUM OPERATION



#### DRY VACUUMING

**WARNING:** BE SURE TO READ, UNDERSTAND, AND APPLY INFORMATION, TITLED 'SAFETY INSTRUCTIONS & WARNINGS'. DO NOT VACUUM IN AREAS WITH FLAMMABLE GASES, VAPORS, OR EXPLOSIVE DUSTS IN THE AIR. FLAMMABLE GASES OR VAPORS INCLUDE BUT ARE NOT LIMITED TO;

LIGHTER FLUID, SOLVENT TYPE CLEANERS, OIL-BASE PAINTS, GASOLINE, ALCOHOL OR AEROSOL SPRAYS. EXPLOSIVE DUSTS INCLUDE BUT ARE NOT LIMITED TO; COAL, MAGNESIUM, GRAIN OR GUN POWDER. TO REDUCE THE RISK OF HEALTH HAZARDS FROM VAPORS OR DUST, DO NOT VACUUM TOXIC MATERIALS.

**CAUTION:** NEVER operate the vacuum cleaner without all of the filters installed. This includes the HEPA filter, pre-filter and collection bag. Motor damage, loss of operating efficiency and recirculation of hazardous material into the work area will take place if not installed.

1. Verify that the power cord is disconnected from the power socket. (fig. 1)
2. In order to prepare your vacuum cleaner for dry vacuuming, verify that the HEPA filter is securely mounted. With power head removed and in the upside down position, make sure the filter is pushed in until it stops against the power head and the rubber flat washer and retainer are installed. (fig. 2 & 3)
3. Slide the pre-filter onto the assembled HEPA filter. Tighten the band clamp on the pre-filter with a screwdriver to ensure. (fig. 4 & 5) (Your wet and dry vacuum cleaner comes with the HEPA filter and pre-filter pre-installed, if not, see page 9 for installation instructions.)
4. Optional, for improved dust collecting, fit collection bag flange onto the inlet stub, taking care not to damage the bag. (fig. 6)
5. Place the power head back on the container, and secure it in place using the latches. (fig. 7)

#### OPERATING INSTRUCTIONS: DRY VACUUMING

1. Insert the locking end of the hose into the vacuum port and lock in place. Push the required attachment onto the free end of the hose or extension. (fig. 8)
2. Plug in the power cord into the power socket. (fig. 9)
3. Turn the motor on by turning the switch to the 'I' ON position. (fig. 10)
4. Once you have completed vacuuming, flip the switch to the 'O' OFF position and unplug the power cord from the power socket.

I = ON

II = ON/OFF with a power tool

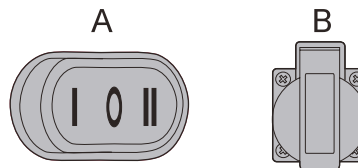
Middle position = OFF

**WARNING:** IF FILTERS ARE CONTAMINATED OR HAVE BEEN USED, THEY MUST BE DISPOSED OF PROPERLY, PRIOR TO PERFORMING WET VACUUMING OPERATIONS.

#### DO NOT USE THE HEPA FILTER FOR LIQUID VACUUMING.

Hazardous materials must be disposed of properly. NEVER throw contaminated debris in your usual trash receptacle. Place debris in a approved poly bag or container marked with HAZARDOUS MATERIAL warning and dispose in accordance with your local Hazardous Waste Regulations.

## S WITCHING ON/OFF



**A: Function switch ON/OFF switch**

**B: Outlet-socket**

#### CONNECT THE MAINS PLUG.

1. Switching on the vacuum cleaner:



Position I switches the vacuum cleaner on

2. Switch on electrical appliance + vacuum cleaner:



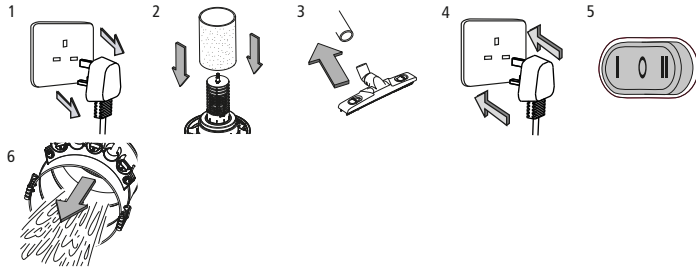
Position II switches the vacuum cleaner to stand by so that it switches on and off automatically with a power tool that is plugged into the on-board socket. Once the electrical appliance has been switched off, the vacuum cleaner switches off following a time lapse to allow the suction tube to be emptied.

3. Switching off the vacuum cleaner:



So that the switch is in the mid position.

# L IQUID VACUUM OPERATION



## LIQUID VACUUMING

**WARNING:** BE SURE TO READ, UNDERSTAND, AND APPLY INFORMATION, ENTITLED 'SAFETY INSTRUCTIONS & WARNINGS'. DO NOT VACUUM IN AREAS WITH FLAMMABLE GASES, VAPORS, OR EXPLOSIVE DUSTS IN THE AIR. FLAMMABLE GASES OR VAPORS INCLUDE BUT ARE NOT LIMITED TO; LIGHTER FLUID, SOLVENT TYPE CLEANERS, OIL-BASE PAINTS, GASOLINE, ALCOHOL OR AEROSOL SPRAYS. EXPLOSIVE DUSTS INCLUDE BUT ARE NOT LIMITED TO; COAL, MAGNESIUM, GRAIN OR GUN POWDER. TO REDUCE THE RISK OF HEALTH HAZARDS FROM VAPORS OR DUST, DO NOT VACUUM TOXIC MATERIALS.

**WARNING:** DO NOT PLUG IN POWER CORD TO POWER SOCKET, MAKE SURE PLUG IS DISCONNECTED BEFORE ASSEMBLING THE WET AND DRY VACUUM CLEANER.

1. Verify that the power cord is disconnected from the power socket. Verify that the tank is clean and free of dust and dirt. (fig. 1)
2. Remove all filters and dispose of properly.
3. Rinse out the inside of tank to remove any loose debris and dispose of liquid in suitable container.
4. Then carefully install the foam sleeve filter over the filter cage and place the power head back on the tank. (fig. 2) See filter installing instructions on page 10.

## DO NOT USE THE HEPA FILTER FOR LIQUID VACUUMING

**WARNING:** IF FILTERS ARE CONTAMINATED OR HAVE BEEN USED, THEY MUST BE DISPOSED OF PROPERLY, PRIOR TO PERFORMING WET VACUUMING OPERATIONS.

## OPERATING INSTRUCTIONS – WET VACUUMING

1. Fit the desired nozzle to the vacuum cleaner hose. (fig. 3)
2. Verify that the switch is in the 'O' OFF position before plugging the power cord into the power socket. (fig. 4)
3. Turn the motor on by flipping the switch to the 'I' ON position. (fig. 5)
4. After use, empty the tank by unscrewing the drain cap. Drain liquids into a suitable receptacle or drain. Remember to refit the drain cap to the tank after draining tank. (fig. 6)

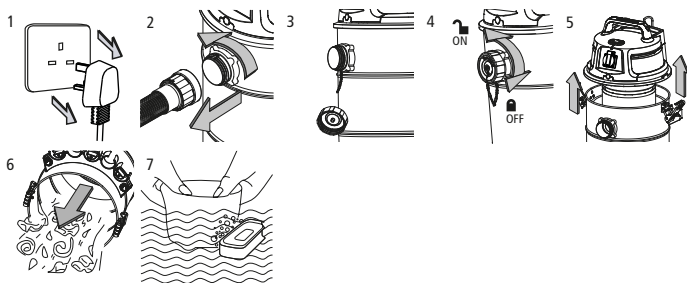
**IMPORTANT!** When vacuuming large quantities of liquids, do not immerse the nozzle completely in the liquid; leave a gap at the tip of the nozzle opening to allow air inflow. The machine is fitted with a float valve that stops the suction action when the container reaches its maximum capacity. You will notice an increase in motor noise.

When this happens, turn off the machine, disconnect from power supply, and drain the liquid into a suitable receptacle or drain. To continue vacuuming, refit the container with the drain cap. After wet vacuuming, turn the machine off and remove plug from power supply. Empty the container, clean and dry the inside and outside before storage.

**REMEMBER!** The foam filter must be removed after wet vacuuming, and the HEPA filter must be reinstalled before dry vacuuming again.



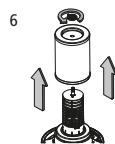
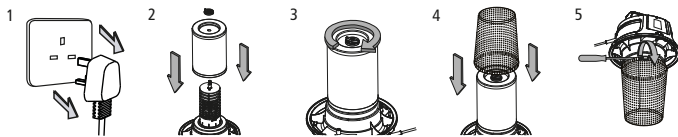
# MAINTENANCE



**WARNING:** ALWAYS DISCONNECT THE PLUG FROM THE POWER SOCKET BEFORE REMOVING THE POWER HEAD FROM THE CONTAINER.

1. Verify that the power cord is disconnected from the power socket. (fig. 1)
2. Disconnect the hose from the vacuum cleaner. (fig. 2)
3. Verify cap is attached to inlet port with chain.
4. Fit cap to inlet port to seal it for transportation if necessary (fig. 4)
5. Undo the latches and remove the power head from the container. (fig. 5)
6. Clear all dirt or debris from the container and hose. (fig. 6)
7. Clean the foam filter by washing it with water and mild soap. (fig. 7)
8. Check the hose, attachments, and power cord to verify that they have not been damaged.

## INSTALLING HEPA FILTER AND PRE-FILTER



### Installing HEPA Filter And Pre-filter

1. Verify that the power cord is disconnected from the power socket. (fig. 1)
2. Remove power head and place in an upside down position.
3. Install the HEPA filter over the filter cage with the flat end of the filter towards the vacuum cleaner power head. Carefully push filter in until it stops against the power head. (fig. 2)
4. Place filter retainer on top of cartridge filter over the raise lip and tighten down by turning retainer Clockwise, do not over tighten. (fig. 3)
5. Slide the pre-filter onto the assembled HEPA filter, over the lower end cap. Tighten the band clamp on the pre-filter with a screwdriver to ensure proper installation.(fig. 4 & 5)

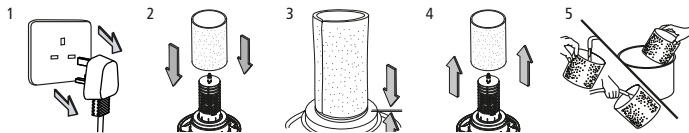
### Removing HEPA Filter And Pre-filter

1. Loosen the band clamp on the pre-filter with a screwdriver, and remove the pre-filter from the HEPA filter.
2. Unlock and remove the filter retainer by tuning retainer counter clockwise.
3. Carefully hold and pull the HEPA filter up for removal. (fig. 6)
4. Re-install the HEPA filter into place as instructed above in steps 2 and 3 of Installing HEPA filter.
6. Wet filter should be removed and allowed to air dry for 24 hours before installing onto the filter cage.

**IMPORTANT!** Change the cartridge filter regularly for best performance. ALWAYS USE THE HEPA FILTER FOR DRY VACUUMING. If the machine is used for dry vacuuming without the HEPA filter and retainer attached, the motor will burn out and the warranty will be voided.

**NOTICE!** The HEPA cartridge filter included is made of high quality materials designed to stop small dust particles. The HEPA cartridge filter should be used for dry pick-up only. A dry HEPA cartridge filter is necessary to pick up dust. If the HEPA cartridge filter is wet, it will clog quickly and be very difficult to clean. Handle the HEPA cartridge filter carefully when removing it for replacing it. Check the HEPA cartridge filter for tears or small holes, a small hole can let dust pass through and out of the cleaner. Do not use a HEPA cartridge filter with holes or tears, replace it immediately.

## INSTALLING & CLEANING FOAM SLEEVE FILTER



### Installing Foam Sleeve Filter

1. Verify that the power cord is disconnected from the power socket. (fig. 1)
2. Remove power head and place in an upside down position.  
Follow instructions to remove cloth filter.
3. Carefully slide foam sleeve filter down over the filter cage making sure the whole is covered. (fig. 2 & 3)
4. Replace the power head on to the container.

### Cleaning Foam Sleeve Filter

1. With the removed power head in the upside down position, carefully remove foam sleeve filter. (fig. 4)
2. Use a mild soap and water solution to wash foam sleeve filter and rinse with clean water. (fig. 5)
3. Allow filter to air dry before installing and using again.

## WHEN TO CHANGE FILTERS

### Change the collection bag

When the collection bag is 3/4 full, it MUST be replaced. Excessive over filling of this bag makes it difficult to remove from the vacuum cleaner tank and can result in breakage and spills. The collection bag comes equipped with a quick closing flap. When collection bag becomes 3/4 full, turn off vacuum cleaner and slowly remove the collection bag from the tank until the opening in the collection bag is clear of the tank. Pull the closure slide up on the collection bag, which will close the opening. Hazardous materials must be disposed of properly. NEVER throw contaminated debris in your usual trash receptacle. Place closed collection bag in an approved poly bag or container marked with HAZARDOUS MATERIAL warning and dispose in accordance with your local Hazardous Waste Regulations.

### Change the pre-filter

The pre-filter should be replaced with every fifth change of collection bag and whenever there is damage or a visible collection of debris on the outside of the filter.

### Change the HEPA filter

Replace the HEPA filter when loss of vacuum continues to occur after you have checked for an obstructions in the hose or wand. Also, install a new collection bag and pre-filter.

## TROUBLESHOOTING

**WARNING:** TO REDUCE THE RISK OF ELECTRIC SHOCK-UNPLUG BEFORE TROUBLESHOOTING.

Symptom	Possible Causes	Corrective Action
Vacuum cleaner will not operate.	<ol style="list-style-type: none"> <li>1) No power supply.</li> <li>2) Faulty power cord.</li> <li>3) Tank full.</li> </ol>	<ol style="list-style-type: none"> <li>1) Check power supply – cord, breakers, fuses.</li> <li>2) Unplug and check the power cord. If damaged, have it repaired by a professional.</li> <li>3) Empty tank.</li> </ol>
Dust comes out from motor cover.	<ol style="list-style-type: none"> <li>1) The cartridge filter is missing or damaged.</li> <li>2) HEPA cartridge filter is not installed correctly.</li> </ol>	<ol style="list-style-type: none"> <li>1) Attach or replace cartridge filter.</li> <li>2) Please make the screw down to fix the HEPA cartridge filter.</li> </ol>
Reduced efficiency and motor/speed vibration.	<ol style="list-style-type: none"> <li>1) There is a blockage in the nozzle, hose, or the container inlet. The cartridge filter is clogged by fine dust.</li> </ol>	<ol style="list-style-type: none"> <li>1) Check nozzle, hose and container inlets for blockage. Take off the filter and clean it. Or install a new cartridge filter.</li> </ol>

**DUST BAGS, FILTERS & ACCESSORIES**  
always available from :  
[cleva-uk.com](http://cleva-uk.com)

**MADE IN P. R. C.**

**VK1638SWC**