

# Replacing the Control Module – B00008868-1/B00008867-1/B00008867-2

## Instructions Pertaining To Risk of Fire or Electrical Shock

The following is a summary of safety concerns relevant to the installation and use of the Model 3704 EVSE Unit. Failure to follow these safety instructions may lead to serious injury, death and/or damage to the equipment.

As a matter of definition:



**WARNING:** is used to provide a warning of hazardous voltage and possibility of electric shock.



**CAUTION:** is used to provide awareness of important safety information in these instructions.

### IMPORTANT SAFETY INSTRUCTIONS



**WARNING:** Only qualified personnel should perform installation and servicing of the EVSE. This installation must be performed in accordance with all local electrical/building codes and ordinances. Follow lockout/tagout procedures.

Improper connection of the equipment grounding conductor may result in a risk of electric shock. Reference National Electrical Code, ANSI/NFPA 70 for proper sizing of the ground conductor.

Do not use this product if the flexible power cord or EV cable are frayed, have broken insulation, or show any signs of damage.



**CAUTION:** This device is intended to be used to charge vehicles that do not require ventilation during charging.

To reduce the risk of fire, connect only to a non-GFI dedicated circuit with 40A maximum branch circuit over-current protection in accordance with the National Electrical Code, ANSI/NFPA 70.

(For ZigBee equipped units)

To satisfy FCC RF exposure requirements for mobile transmitting devices, a separation distance of 7.9 inches (20 cm) or more should be maintained between the antenna of this device and persons during device operation. To ensure compliance, operations at closer than this distance is not recommended. The antenna used for this transmitter must not be co-located in conjunction with any other antenna or transmitter.

Additional considerations which will contribute to safe operation of this unit include the following:

**DO:** Read all instructions before using this product.

The device should be supervised when used around children.

In case of a problem, contact your installer or CMI Customer Support.

**DON'T:** Put fingers into the electric vehicle connector.

Use this product if the enclosure or the EV connectors are broken, cracked, open or show any other indication of damage.

Attempt to repair or service the unit yourself.

SAVE THESE INSTRUCTIONS

**INSTRUCTIONS DE SÉCURITÉ IMPORTANTES**

**AVERTISSEMENT:** sert à fournir une alerte de tensions dangereuses et possibilité de choc électrique.



**ATTENTION :** est utilisé pour fournir la sensibilisation des renseignements importants dans ces instructions.

**INSTRUCTIONS DE SÉCURITÉ IMPORTANTES**

**AVERTISSEMENT:** Seul le personnel qualifié doit effectuer l'installation. Cette installation doit être effectuée conformément à tous les codes électrique/bâtiment locaux et ordonnances. Suivre les procédures de verrouillage/verrouillage.

Connexion inadéquate de l'équipement échouement du chef d'orchestre peut entraîner un risque de choc électrique. Code National de l'électricité, ANSI/NFPA 70 pour le dimensionnement bon chef d'orchestre au sol de référence.

Ne pas utiliser ce produit si le cord de la puissance souple ou l'EV sont effiloché de câble, ont brisé isolant ou présentent pas de signes de dommages.



**ATTENTION:** Ce dispositif est destiné à être utilisé pour charger les véhicules qui ne nécessitent pas de ventilation pendant la recharge.

Afin de réduire le risque d'incendie, se connecter uniquement à un circuit dédié avec 40 a maximum des branches circuit over-current protection conformément aux dispositions du Code électrique National, ANSI/NFPA 70.

(Pour les unités de ZigBee équipé)

Pour satisfaire les exigences de l'exposition du FCC RF pour des périphériques mobiles de transmission, une distance de séparation de 7.9 inches (20 cm) ou plus devrait être maintenue entre l'antenne de ce dispositif et de personnes au cours de l'opération de l'appareil. Afin d'assurer la conformité des opérations au plus près que cette distance n'est pas recommandée. L'antenne utilisée pour cet émetteur ne doit pas être colocalisé conjointement avec une autre antenne ou éme.

Voici d'autres considérations qui contribueront à la sécurité de fonctionnement de cette unité:

**DO:** Lire toutes les instructions avant d'utiliser ce produit.

Le dispositif devrait être supervisé lorsqu'il est utilisé autour des enfants.

En cas de problème, contactez votre installateur ou soutien à la clientèle CMI.

**NE PAS:** Mettre les doigts dans le connecteur de véhicule électrique.

Utiliser ce produit si l'enceinte ou les connecteurs EV sont cassées, fissuré, ouvrir ou afficher toute autre indication de dommages.

Tenter de réparer ou d'un service de l'unité de vous-même.

**ENREGISTREZ CES INSTRUCTIONS**

### Lockout/Tagout Procedures

Prior to performing any disassembly steps or when working in high voltage parts of the EVSE, ensure that power has been removed from the service lines originating from the service panel.

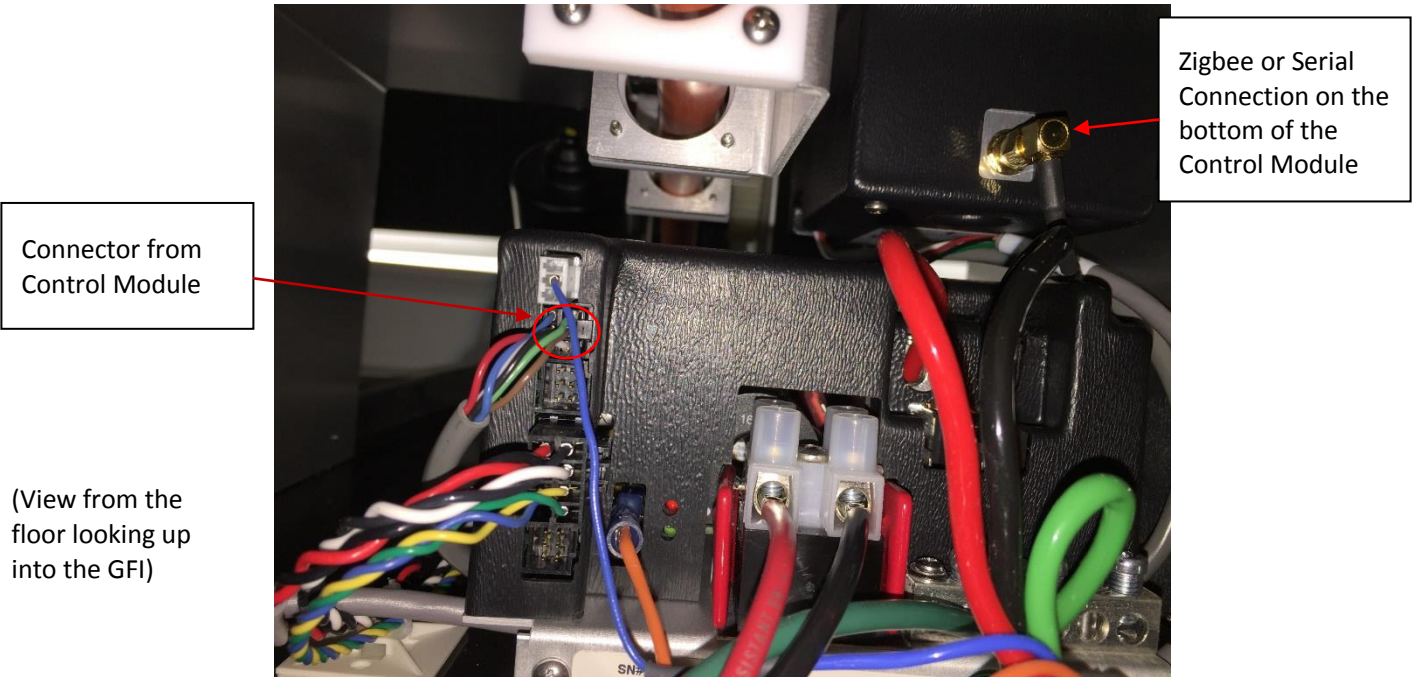
To maintain the safety of all persons in the area, a lockout/tagout procedure should be followed per 29 CFR 1910.147.






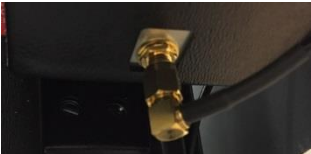

Lockout is the placement of a lockout device on the service panel energy isolation device (circuit breaker) to ensure that the power source cannot be operated until the lockout device is removed. A lockout device utilizes a positive means, such as a lock (key or combination lock with a circuit breaker lockout) to hold the breaker in a safe position to prevent energization.



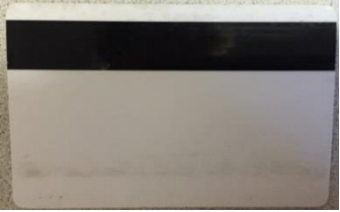
Tagout is the placement of a tagout device (a tag or other prominent warning device) on an energy isolation device to indicate that the energy isolation device and the equipment being controlled cannot be operated until the tagout is removed. The tagout device should be non-reusable, attached by hand, self-locking and non-releasing, with a minimum unlocking strength of no less than 50 pounds.

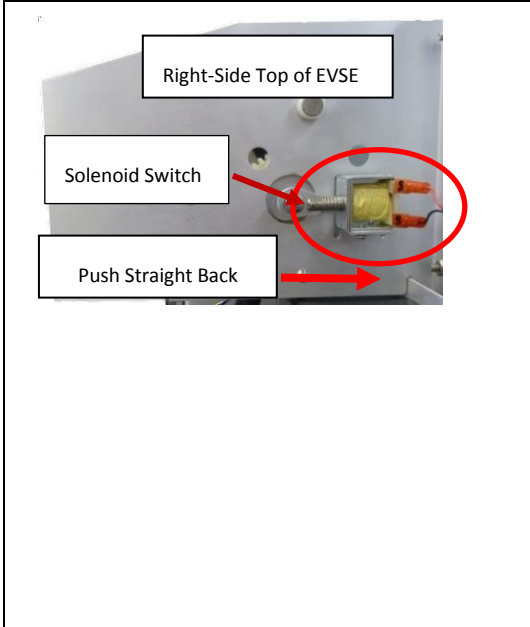
The lockout approach shall be used unless the utilization of a tagout procedure will provide full personnel protection.

### GFI and Control Module Connections



	<div style="text-align: center;">  <p><b>WARNING:</b></p> </div> <p><b>Step 1:</b> Perform the lockout/tagout procedure to ensure power is removed at the source. Refer to the discussion of lockout/tagout.</p>
	<p><b>Step 2:</b> Remove the two screws near the conduit knock-out access holes in the bottom of the cover. Pull the cover slightly <u>out</u> at the <u>bottom</u> of the EVSE to clear the cover's bottom tab from the bottom of the EVSE frame. The Service Cover slides up and away from the assembly after the two screws are removed. Set the cover aside. You now have access to the Control Module and connecting wires.</p> <p><b>Step 2A:</b> Put a multi-meter on the incoming AC conductors to verify the correct breaker was shutoff during the Lockout/Tagout process.</p>
<div style="display: flex; flex-direction: column;"> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>Serial on Bottom of CM</p> </div> <div style="text-align: center;">  <p>CM cable on GFI</p> </div> </div> <div style="text-align: center; margin-top: 10px;">  <p>ZigBee Antenna on bottom of CM</p> </div> </div>	<p><b>Step 3:</b> For the <u>B00008867-2</u> serial connector, unplug the round gray cable from the bottom of the Control Module (CM), and unplug the second gray cable from the top of the Control Module.</p> <p>For the <u>B00008868-1</u> Zigbee version, unplug the round gray cable from the top of the Control Module and unscrew the antenna from the bottom of the Control Module.</p> <p>For the <u>B00008868-1</u> On/Off version, unplug the round gray cable from the bottom of the Control Module.</p>
	<p><b>Step 4:</b> Use a small Phillips Head screwdriver to remove four (4) front screws holding the Control Module to the front panel. Lift the module out, being careful of the cables attached to it.</p> <p><b>Step 5:</b> Holding the new replacement Control Module, re-install the cables. For the ZigBee version, make sure the antenna cable is snug, but do not over-tighten. Replace the four (4) mounting screws to secure it to the panel.</p>

	<p><b>Step 6:</b> Restore power at the source following lockout/tagout procedures.</p>
	<p><b>Step 7:</b> Slide the EVSE's GFI Dip Switch number 3 to <b>Open</b> to put it into ZigBee Setup Mode. After a few moments, all the lights on the Control Module will begin flashing, letting you know the EVSE is now in ZigBee Setup Mode.</p>
	<p><b>Step 8:</b> Insert the test card that came with the Payment Module into the Payment Module card reader to put the module into test mode.</p>
<p><b>Step 9:</b> Using the Payment Module's Up and Down arrows, scroll through the choices until you display Sync EVSEs and press <b>Enter</b>. The Payment Module displays Listening Mode. It will now find the EVSE that you put into ZigBee Setup Mode. This might take a minute or two.</p> <p>When the EVSE is found, 1 EVSE Detected displays on the Payment Module.</p> <p><b>Step 10:</b> Use the Up and Down arrows to highlight that EVSE and its ZigBee Module's identifying number and press <b>Enter</b>.</p> <p><b>Step 11:</b> Use the Payment Module's keypad to enter a number for this EVSE. It will display in the Number: field. This is the number the customer will use when selecting an EVSE to use for charging. For example, if this EVSE is located in parking spot 33, assign it the number 33.</p> <p><b>Step 12:</b> Press <b>Enter</b>. The Payment Module updates this information, displays EVSE Updated, 0 EVSEs Detected and returns to Listening Mode. It is ready to discover the next EVSE to add to its network.</p> <p><b>Step 13:</b> Slide that EVSE's Dip Switch 3 to the <b>Closed</b> position. After a few moments, its Control Module will first show all lights on with no flashing, and then just the blue Power light will remain on.</p> <p><b>Step 14:</b> Use the Up and Down arrows on the Payment Module to scroll to EVSE Info and press <b>Enter</b>.</p> <p><b>Step 15:</b> Use the Up and Down arrows to scroll through the list of EVSEs connected to this Payment Module.</p> <p><b>Step 16:</b> Highlight an EVSE and press <b>Enter</b>. The Payment Module sends a Charge message to that EVSE. If the message successfully went through, the yellow Connected light will be on on that EVSE's Control Module. It will remain on for five minutes. At this point you can plug the EVSE's cable into a tester to check that a charge is actually occurring, or connect it to a car to check charging.</p>	



**Step 17:** Replacing the cover involves the same steps, in opposite order, as removing the cover. However, pulling the J1772 cable out a little, to run it through the cover first, makes the job much easier. Push and hold the Solenoid switch on the right-side of the EVSE toward the back to make it easier to pull the cable. The Solenoid requires a fair amount of pressure. Pull approximately 2 feet of cable out, and run the cable and connector through its access cutout in the front of the cover.

Re-install the service cover by carefully replacing the cover, making sure to hook the top of the cover over the top of the base, and aligning the screw holes. Push the bottom in until the mounting holes in the bottom line up, and you hear a click. Replace the two screws previously removed.

**Contact Information**

Should questions about installation, operation, optional features, maintenance or service arise, please call Technical Support at 1-888-753-8222 between the hours of 8:30 am to 5:00 pm EST, Monday to Friday.

- Letter                      Service Department  
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