



EM9P03NN

**Microwave Oven**

U30EM

**-Instruction Manual-**

IN ORDER TO OBTAIN THE GREATEST  
SATISFACTION FROM YOUR APPLIANCE, IT IS  
RECOMMENDED YOU READ THE  
INSTRUCTIONS CAREFULLY

# Introduction

**Dear Customer**

**Thank you for choosing this quality, Univa Microwave Oven.**

This User Manual contains important safety information and instructions on the operation and maintenance of your appliance.

Please take the time to read this User Manual before using your appliance and keep this book for future reference.

*ALL SPECIFICATIONS ARE SUBJECT TO CHANGE WITHOUT PRIOR NOTICE*

**IMPORTANT!**

*Keep this Instruction Manual safe for future reference*

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# 1. SAFETY AND WARNINGS

To reduce the risk of fire, electric shock, injury, or exposure to excessive microwave energy when using your appliance, follow basic precautions, including the following:

1. Precautions to avoid possible exposure to excessive microwave energy

Operating this oven with the door open can result in harmful exposure to microwave energy. Do not break or tamper with the safety interlocks.

Do not place any object between the oven front face and the door or allow soil or cleaning residue to accumulate on sealing surfaces.

**WARNING:** Do not operate the oven if the door or door seals are damaged. Repairs must be carried out by qualified service personnel.

2. This appliance can be operated by anyone older than 8 years of age, except persons with reduced physical & mental capabilities, or lack of experience and knowledge who may operate this appliance under supervision and/or have been given instructions concerning the safe operation of this appliance and the potential hazards that may arise from improper use.

Children must not play with the appliance. Cleaning and user maintenance must not be carried out by children unless they are older than 8 years of age and under adult supervision. Children younger than 8 years of age must be kept away unless continuously supervised.

3. Keep the appliance and its cord out of reach of children younger than 8 years of age.
4. Damaged cords are hazardous and must be replaced by the manufacturer, its service agent, or similarly qualified service personnel before the appliance can be used.
5. **WARNING:** The appliance must be switched off before replacing the lamp to avoid the possibility of electric shock.
6. **WARNING:** Do not allow anyone other than qualified service personnel to carry out maintenance or repairs that involves the removal of a cover which gives protection against exposure to microwave energy.

7. **WARNING:** Do not heat liquids and food in sealed containers as it may explode.
8. Be cautious when heating food in plastic or paper containers, as it may ignite.
9. Only use utensils that are suitable for use in microwave ovens.
10. If smoke is emitted, switch off and unplug the appliance and keep the door closed to stifle any flames.
11. Microwave heating of beverages can result in delayed eruptive boiling - care must be taken when handling the container.
12. The contents of feeding bottles and baby food jars must be stirred or shaken, and the temperature checked before consumption to avoid burns.
13. Do not heat eggs in their shell and whole hard-boiled eggs in microwave ovens as it may explode, even after microwave heating has ended.
14. The oven should be cleaned regularly, and any food deposits removed.
15. Failure to maintain the oven in a clean condition could lead to deterioration of the surface that could adversely affect the life of the appliance and be hazardous.
16. Install and operate the appliance in a ventilated area to avoid overheating.
17. This appliance is for indoor use only.
18. This appliance is intended for household and similar use such as: staff kitchen areas in shops, offices and other working environments, hotels, motels, and other residential type environments; bed and breakfast type environments.
19. The microwave oven is only intended for the heating of food and beverages. Do not use to dry or heat clothes, warming pads, slippers, sponges, damp cloths, etc as this may lead to the risk of injury, ignition, or fire.
20. Do not use metallic containers for food and beverages in the microwave.
21. Do not use a steam cleaner to clean the microwave.
22. The rear surface of the microwave must be positioned against a wall

## 2. Specifications

<b>Model:</b>	<b>EM9P03NN : U30EM</b>
<b>Rated Voltage:</b>	<b>230V~ 50Hz</b>
<b>Rated Input Power (Microwave):</b>	<b>1450W</b>
<b>Rated Output Power Microwave):</b>	<b>900 W</b>
<b>Oven Capacity:</b>	<b>30 L</b>
<b>Turntable Diameter:</b>	<b>288 mm</b>
<b>Dimensions:</b>	<b>(W)347 x (D)495 x (H)291mm</b>
<b>Net Weight</b>	<b>12.8kg</b>

## 3. Utensils

Certain non-metallic utensils are not safe to use in the microwave. If in doubt, do the test by following the procedure below.

Utensil Test:

1. Fill a microwave-safe container with 1 cup of cold water (250ml) along with the utensil in question.
2. Cook on maximum power for 1 minute.
3. Carefully feel the utensil. If the utensil is warm, do not use it in the microwave
4. Do not exceed 1 minute cooking time

## Materials allowed for use in microwave oven

Utensils	Remarks
Browning dish	Follow manufacturer's instructions. The bottom of browning dish must be at least 3/16 inch (5mm) above the turntable. Incorrect usage may cause the turntable to break.
Dinnerware	Microwave-safe only. Follow manufacturer's instructions. Make sure there is no metallic trim. Do not use cracked or chipped dishes.
Glass jars	Always remove lid. Use only to heat food until just warm. Most glass jars are not heat resistant and may break.
Glassware	Heat-resistant oven glassware only. Make sure there is no metallic trim. Do not use cracked or chipped dishes.
Oven cooking bags	Follow manufacturer's instructions. Do not close with metal tie. Pierce or make slits to allow steam to escape.
Paper plates and cups	Use for short-term cooking/warming only. Do not leave oven unattended while cooking.
Paper towels	Use to cover food for reheating and absorbing fat. Use with supervision for a short-term cooking only.
Parchment paper	Use as a cover to prevent splattering or a wrap for steaming.
Plastic	Microwave-safe only. Follow the manufacturer's instructions. Should be labeled "Microwave Safe". Some plastic containers soften, as the food inside gets hot. "Boiling bags" and tightly closed plastic bags should be slit, pierced, or vented as directed by package.
Plastic wrap	Microwave-safe only. Use to cover food during cooking to retain moisture. Do not allow plastic wrap to touch food.
Thermometers	Microwave-safe only (meat and candy thermometers).
Wax paper	Use as a cover to prevent splattering and retain moisture.

## Materials to avoid using in microwave oven

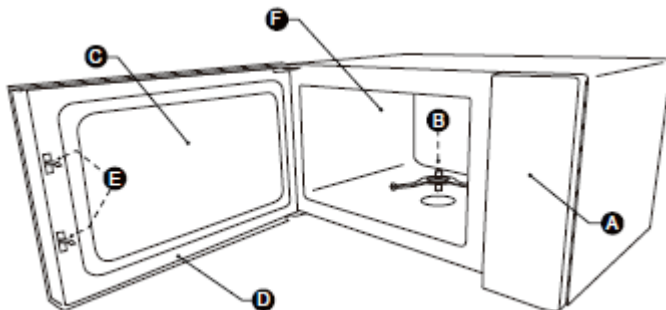
Utensils	Remarks
Aluminum tray	May cause arcing. Transfer food into microwave-safe dish
Food carton with metal handle	May cause arcing. Transfer food into microwave-safe dish
Metal or metal-trimmed utensils	Metal shields the food from microwave energy. Metal trim may cause arcing
Metal twist ties	May cause arcing and could cause a fire in the oven
Paper bags	May cause fire in the oven
Plastic foam	Plastic foam may melt or contaminate the liquid inside when exposed to high temperature
Wood	Wood will dry out when used in the microwave and may split / crack.

## 4. Unpacking

Remove the oven and all packing materials from the carton and oven cavity.

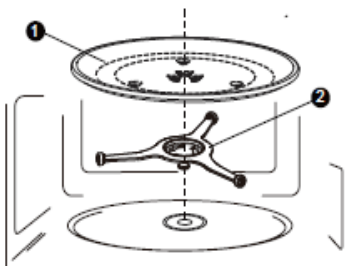
The following accessories are included:

Glass tray	1
Turntable ring assembly	1
Instruction Manual	1



- A) Control panel
- a. Turntable ring assembly
- b. Glass window
- c. Door assembly
- d. Safety interlock system
- e. Oven cavity

## Turntable Installation



- a. Never place the glass tray upside down. The glass tray should never be restricted.
- b. Both glass tray and turntable ring assembly must always be used during cooking.
- c. All food containers must always be placed on the glass tray for cooking.
- d. If glass tray or turntable ring assembly cracks or breaks, contact your nearest authorized service centre.

- 1) Glass tray
- 2) Turntable Ring Assembly

## 5. Installation

### **DANGER**

Electric Shock Hazard!

Touching some of the internal components can cause serious personal injury or death. Do not disassemble this appliance.

### **WARNING**

Electric Shock Hazard!

Improper use of the grounding can result in electric shock.

Do not plug into an outlet until appliance is properly installed and grounded.

This appliance must be grounded.

In the event of an electrical short circuit, grounding reduces the risk of electric shock by providing an escape wire for the electric current.

This appliance is equipped with a grounded cord and plug. The plug must be plugged into an outlet that is correctly installed and grounded.

Consult a qualified electrician, or service centre if the grounding instructions are not completely understood, or if doubt exists whether the appliance is properly grounded.

If it is necessary to use an extension cord, use only a 3-wire extension cord.

A short power-supply cord is provided to reduce the risks from becoming entangled in or tripping over a longer cord.

If an extension cord is used:

- The marked electrical rating of the extension cord should be the same as the electrical rating of the appliance.
- The extension cord must be a grounding-type 3-wire cord.
- The long cord should not drape over the countertop or tabletop where it poses a hazard to children or cause you to trip over it.

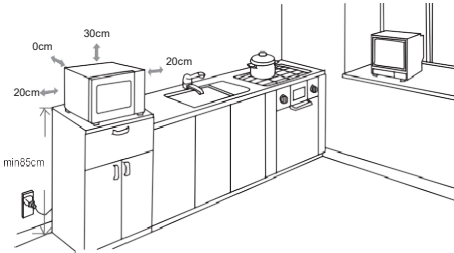
# Countertop Installation

Remove all packing material and accessories. Examine the oven for any damage such as dents or broken door. Do not install if oven is damaged.

Cabinet: Remove any protective film found on the microwave oven cabinet surface. Do not remove the light brown Mica cover that is attached to the oven cavity to protect the magnetron.

## Installation

1. Select a level surface that provides enough open space for the intake and/or outlet vents.



2. Plug your oven into a standard household outlet. Be sure the voltage and the frequency are the same as the voltage and the frequency on the rating label.

**WARNING:** Do not install oven above a range cooktop or other heat-producing appliance. If installed near or above a heat source, the oven could be damaged, and the warranty will be void.

The minimum installation height is 85cm.

The rear surface of the appliance must be placed against a wall.

Leave a minimum clearance of 30cm above the oven, a minimum clearance of 20cm is required between the oven and any adjacent walls.

Do not remove the legs from the bottom of the oven.

Blocking the intake and/or outlet openings can damage the oven.

Place the oven as far away from radios and TV as possible. Operation of microwave oven may cause interference to reception

**The accessible surface may be hot during operation.**



# 6. OPERATION

## 1) SETTING THE CLOCK

- (1) Press "**CLOCK**", "00:00" will display.
- (2) Press the number keys and enter the current time. For example, if the time is 12:10, press "1,2,1,0" in turn.
- (3) Press "**CLOCK**" to complete the clock setting. ":" will flash and the digital clock will show.
- (4) This is a 12-hour clock, if the numbers are not within the range of 00:01-12:59, the setting will be invalid.

Note: (1) When in the process of setting the clock, if the "**STOP/CANCEL**" button is pressed, or if there is no operation within 1 minute, the oven will go back to the former setting automatically.

- (2) If the clock needs to be reset, please repeat step 1 - step 3.

## 2) KITCHEN TIMER

- (1) Press "**KITCHEN TIMER**", the screen will display 00:00, the first hour figure flash.
- (2) Press the number keys and enter the required cooking time.(the maximum cooking time is 99 minutes and 99 seconds)
- (3) Press "**START/+30SEC.**" to confirm setting.
- (4) Once the required cooking time as set on the timer has lapsed, the buzzer will ring 5 times.  
If the clock is set (12-hour system), the screen will display the current time.

Note: Setting the clock is different from setting the cooking time. During the cooking program, no other program can be set.

## 3) MICROWAVE COOKING

Level	10	9	8	7	6	5	4	3	2	1	0
Power	100%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%
Display	PL10	PL9	PL8	PL7	PL6	PL5	PL4	PL3	PL2	PL1	PL0

- (1) Press "**TIME COOK**" once, the screen will display "00:00".
- (2) Press number keys to input the cooking time; the maximum cooking time is 99minutes and 99 seconds.

- (3) Press "**POWER**" once, the screen will display "PL10". The default power is at 100% power. To adjust the power level, press the number keys. (see Power Level table)
- (4) Press "**START/+30SEC.**" to start cooking.

Example: to cook the food at 50% microwave power for 15 minutes:

- a. Press "**TIME COOK**" once and "00:00" will display
- b. To set 15 minutes, press the numbers 1-5-0-0
- c. Press "**POWER**" button once, then press "5" to select 50% microwave power.
- d. Press "**START/+30SEC.**" to start cooking.

Note: In the process of setting, If the "**STOP/CANCEL**" button is pressed during the cooking set-up process, or if there is no operation within 1 minute, the oven will go back to the former setting automatically.

If "PL0" is selected, only the fan will work – no power is selected.

During microwave cooking, "**POWER**" can be pressed to change to the required power level. After pressing "**POWER**", the current power level will flash for 3 seconds, now press the required number to change the power. The oven will work with the selected power for the rest time.

#### 4) SPEED COOKING

- (1) Instant cooking at 100% power level can be started, selecting a cooking time between 1 to 6 minutes – press number pads 1 to 6.

Press "**START/+30SEC**" to increase the cooking time; the maximum cooking time is 99 minutes and 99 seconds.

- (2) Instant cooking at 100% power level with 30 seconds' cooking time can be started by pressing "**START/+30SEC**". Each press on the same button will increase cooking time by 30 seconds.

Note: Defrost time can be added by pressing the "**START/+30SEC**" button.

#### 5) WEIGHT DEFROST FUNCTION

- (1) Press "**WEIGHT DEFROST**", the screen will display "dEF1".
- (2) Press numerical buttons to input weight to be defrosted.  
Input the weight ranged between 100~2000 g.
- (3) If the weight input is not within 100~2000 g, the input will be invalid.
- (4) Press "**START/+30SEC**" to start defrosting and the remaining cooking time will be displayed.

## 6) TIME DEFROST FUNCTION

- (1) Press "**TIME DEFROST**", the screen will display "dEF2".
- (2) Press number pads to input defrosting time. The effective time range is 00:01~99:99
- (3) The default microwave power is power level 3. If you want to change the power level, press "**POWER**" once, and the screen will display "PL 3", then press the number pad of the power level you wanted.
- (4) Press "**START/+30SEC**" to start defrosting. The remaining cooking time will be displayed.

## 7) AUTO MENU

### • POPCORN

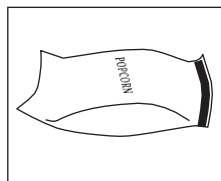
- (a) Press "**POPCORN**" repeatedly until the required weight is displayed, i.e.:  
50g, 100g will display in order.  
Example: press "**POPCORN**" once, "50" appears.
- (b) Press "**START/+30SEC**" to cook, buzzer sounds once. When cooking is complete, the buzzer sounds five times and then revert to waiting state.

## Important Information About Microwave Popcorn

1. When selecting 100g of popcorn, fold down a triangle on each corner of the bag before cooking.



2. When the popcorn bag expands and no longer rotates properly, press **STOP/CANCEL** once, open the oven door and adjust the bag for even cooking.



## Auto Menu Chart

Menu	Weight	Display	Power
A-1 Popcorn	50g	50	P100
	100g	100	
A-2 Potato	1	1	P100
	2	2	
	3	3	
A-3 Pizza	100g	100	P100
	200g	200	
	400g	400	
A-4 Frozen Vegetable	150g	150	P100
	350g	350	
	500g	500	
A-5 Beverage	1 cup(120ml)	1	P100
	2 cups(240ml)	2	
	3 cups(360ml)	3	
A-6 Dinner Plate	250g	250	P100
	350g	350	
	500g	500	

### • POTATO

(a) Press "**POTATO**" repeatedly until the required number of potatoes to cook appears in the display, i.e.: 1,2,3, etc.

- 1 SET: 1 potato (approximate 230 gram)
- 2 SETS: 2 potatoes (approximate 460 gram)
- 3 SETS: 3 potatoes (approximate 690 gram)

(b) Press "**START/+30SEC**" to start cooking, the buzzer will sound once. Once cooking time has been completed, the buzzer sounds five times and then revert to waiting state.

- **FROZEN VEGETABLE**

(a) Press "**FROZEN VEGETABLE**" repeatedly until the required weight of the vegetables appears in the display, i.e.: 150, 350, 500 g.

Example, press "**FROZEN VEGETABLE**" once and 150 appears.

(b) Press "**START/+30SEC**" to start cooking, the buzzer will sound once. Once cooking time has been completed, the buzzer sounds five times and then revert to waiting state.

- **BEVERAGE**

(a) Press "**BEVERAGE**" repeatedly until the required cups appear in the display, i.e.: 1, 2, 3 cups. One cup is approximately 120ml.

(b) Press "**START/+30SEC.**" to boil / cook, the buzzer will sound once. When cooking completed, the buzzer will sound five times and then revert to waiting state.

- **DINNER PLATE**

(a) Press "**DINNER PLATE**" repeatedly until the required weight appears in the display, i.e.: 250, 350, 500 g.

Example, press "**DINNER PLAT** " once and 250g appears.

(c) Press "**START/+30SEC**" to start cooking, the buzzer will sound once. When cooking time has been completed, the buzzer sounds five times and then revert to waiting state.

- **PIZZA**

(a) Press "**PIZZA**" repeatedly until the required weight appears in the display, i.e.: 100, 200, 400 g.

Example, press "**PIZZA**" once and 100g appears.

(b) Press "**START/+30SEC**" to start cooking, the buzzer will sound once. When cooking time has been completed, the buzzer sounds five times and then revert to waiting state.

## 8) MEMORY FUNCTION

- (1) Press "**0/MEMORY**" to choose memory 1-3 procedure. The screen will display 1,2,3.
- (2) If the memory has previously been set, press "**START/ +30SEC.**" If not set, continue to set the memory. Only one or two stages can be set.
- (3) After completing the set-up, press "**START/ +30SEC.**" once to save and return to the waiting state. To start cooking, press "**START/ +30SEC.**" again.

Example: To set memory 2 - cook food at 80% microwave power for 3minutes and 20 seconds, follow the steps:

- a. In waiting state, press "**0/MEMORY**" twice, stop pressing until the screen displays "2".
- b. Press "**TIME COOK**" once, then press 3, 2, 0.
- c. Press "**POWER**" once, and "PL10" will display, then press 8 and "PL8" displays.
- d. Press "**START/ +30SEC.**" to save the setting. Buzzer sounds once then revert to waiting states. If you press "**START/+30SEC.**" twice after step c, the procedure will be saved as memory 2 and ease of use.
- e. The memory will remain saved until such time that the power to the microwave has been cut. Should a power outage occur, the memory needs to be reset.
- f. If you want to run the saved procedure, in waiting state, press "**0/MEMORY**" twice, screen will display "2", then press "**START/+30SEC.**"

## 9) MULTI-STAGE COOKING

At most 2 stages can be set for cooking. In multi-stage cooking, if one stage is defrosting, then defrosting shall be placed at the first stage automatically. **Note:** Auto cooking cannot work in the multi-stage cooking.

Example: To cook at 80% microwave power for 5 minutes, + 60% microwave power for 10 minutes. The cooking steps are as follow:

- (1) Press "**TIME COOK**" once, then press "5","0","0" to set the cooking time.
- (2) Press "**POWER**" once, then press "8" to select 80% microwave power.
- (3) Press "**TIME COOK**" once, then press "1","0","0","0" to set the cooking time.
- (4) Press "**POWER**" once, then press "6" to select 60% microwave power.
- (5) Press "**START/ +30 SEC.**" to start cooking.

## 10) INQUIRING FUNCTION

- (1) In cooking state, press "**CLOCK**", the screen will display clock for three seconds.
- (2) In the microwave cooking state, press "**POWER**" to inquire microwave power level, and the current microwave power will be displayed. After three seconds, the oven will turn back to the previous state.

The same process can be followed in multi-stage state.

## 11) LOCK FUNCTION FOR CHILDREN

Lock: In waiting state, press "**STOP/CANCEL**" for 3 seconds, there will be a long "beep" denoting entering into the children-lock state while displaying " [ - - ] "

To Unlock: press "**STOP/CANCEL**" for 3 seconds, there will be a long "beep" denoting that lock is released.

## 7. CLEANING & MAINTENANCE

1. Unplug the appliance from the power supply.
2. Clean the cavity of the oven after use with a slightly damp cloth.
3. Clean the accessories in the usual way in soapy water.
4. The door frame, seal and other parts must be cleaned carefully with a damp cloth when dirty.
5. Do not use harsh, abrasive cleaners or sharp metal scrapers to clean the oven door glass as it can scratch the surface, which may result in shattering of the glass.
6. Cleaning Tip:  
For easier cleaning of the cavity walls place half a lemon in a bowl, add 300ml water and heat on 100% microwave power for 10 minutes. Wipe the oven clean using a soft, dry cloth.

### NOTE:

If the appliance is not maintained and kept clean, its surface could be degraded and affect the lifespan of the appliance and lead to injury or damage.

## 8. Troubleshooting

Normal	
Microwave oven interfering TV reception	Radio and TV reception may be interfered when microwave oven operating. It is similar to the interference of small electrical appliances, like mixer, vacuum cleaner, and electric fan. It is normal.
Dim oven light	In low power microwave cooking, oven light may become dim. It is normal.
Steam accumulating on door, hot air out of vents	In cooking, steam may come out of food. Most will get out from vents. But some may accumulate on cool place like oven door. It is normal.
Oven started accidentally with no food in.	It is forbidden to run the unit without any food inside. It is very dangerous.

Trouble	Possible Cause	Remedy
Oven can not be started.	(1) Power cord not plugged in tightly	Unplug. Then plug again after 10 seconds.
	(2) Fuse blowing or circuit breaker works.	Replace fuse or reset circuit breaker (repaired by professional personnel of our company)
	(3) Trouble with outlet	Test outlet with other electrical appliances.
Oven does not heat	(4) Door not closed well.	Close door well.

## DISPOSAL



According to Waste of Electrical and Electronic Equipment (WEEE) directive, WEEE should be separately collected and treated. If at any time in future, you need to dispose of this product please do NOT dispose of this product with household waste. Please send this product to WEEE collecting points where available.

**PN: P0000003469852**

## 9. UNIVA WARRANTY

This guarantee is issued by Univa in respect of all products manufactured and sold by Univa. The liability to Univa is limited to the following conditions:

1. This guarantee operates in favour of the original purchaser of new appliances only and cannot be ceded, assigned, or transferred. Univa shall have no liability in respect of secondhand goods or to second or subsequent purchasers of any appliances.
2. This guarantee shall operate for a period of **Two Years** from the date of original purchase of the appliance which date shall be proved to the reasonable satisfaction of a Univa authorized service Agent or consultant.
3. The liability of Univa shall be limited to the repair or replacement by a Univa authorized service dealer in its sole discretion of the defective parts of the appliance at its sole cost. Univa shall not be liable for any loss or damage suffered by the customer or any other party or caused to the appliance arising from negligent use.
4. Should the defective appliance be situated further than 50 km from the nearest Univa service centre or authorized service agent, Univa shall be entitled to charge its customer a travelling rate for such distance, in excess of 50 km.
5. The liability of Univa shall be limited in respect of defective parts or material or in respect of defective workmanship only. Univa authorized service agent shall have no liability if, in its opinion, the defect or fault was caused through faulty installation, accidental damage, incorrect usage, misuse or abuse, failure to follow the operating instructions, fire, flood, civil disturbances or any Act of God. The company shall not be responsible for damages caused by insect and/or animal infestation. Univa shall not be obliged to replace broken glass plates, light bulbs, fuses, vitreous enamelware, and any other items which Univa, in its sole discretion, determines that the life of such item depends on the amount of use and care taken in respect of such item.
6. The guarantee shall become void and cease to operate if the appliance is dismantled by or any repairs to the appliance are affected by any persons not duly authorized by Univa, or if any non-genuine Univa parts are used in the appliance, or if the serial number of the appliance is removed.
7. The product has been designed and manufactured for normal domestic use and the warranty will accordingly become void and cease to operate if the product is not used for domestic purposes.
8. If the customer is unable to prove the date of purchase of the appliance to the reasonable satisfaction of the representative of a Univa authorized service agent or if no fault or defects are found in the appliance, a Univa authorized service agent shall be entitled to charge for the work done and travelling expenses incurred.

## Details of Head Office

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