

OPERABLE LOUVER & DAMPER OPERATION AND MAINTENANCE INSTRUCTIONS

All operable louvers and dampers should be checked and serviced on a regular schedule. Inspection intervals depend on system usage and atmospheric conditions within the system.

1. All louvers and dampers should be checked for freedom of movement. The shafts, bearings, pivot points, etc. should be cleaned and lubricated with a light spray oil. Any and all excess should be removed.
2. Blades should be checked in the closed position to insure tight closure. Adjustments to the linkage, if necessary should be made at the linkage to correct any blade misalignment.
3. Check all linkage connecting bars and operator connections for proper alignment and fit.
4. Damper operators should be visually checked while operated through their cycle for defects, binding, or misalignment. Operator mounts and couplings should also be checked.
5. Blades should be checked for freedom of movement. Blades should be disconnected from their operators and manually checked. (Blades should move freely with no binding or twisting.)
6. Pins, straps and bushings should be checked for wear, corrosion or rust. Replace or paint as required. Corrosion-resistant materials will require inspection only.
7. Elastomer seals are custom options and are not field replaceable. Frequent checks should be made for signs of wear or particulate build up. Worn or damaged seals should be replaced.
8. Check the overall installation to insure that louvers and dampers were installed in a perfectly plumb and square position, twist free and proper clearance was allowed for blade, linkage and operator movement.
9. Dampers and operable louvers should be stored in crates in a dry heated or an unheated warehouse until time of installation. Care should be taken to insure damage does not occur to units while in storage.
10. Gloves should be worn at all times when adjustments are being made.