

1901 South Kilbourn Ave Chicago, Illinois 60623 Telephone: (773)-521-1900 Toll: (800)-368-8368 Fax: (773)-521-5613 *www.ventproducts.com*

CONTROL DAMPERS MAINTENANCE

GENERAL

Dampers require proper maintenance in order to function correctly. Blade shafts, linkages, stainless steel seals (if applicable), and other moving parts should be periodically cleaned and lubricated. A light molybdenum oil in aerosol cans is preferable since the jet nozzle permits pinpointing the stream of lubricant where required. It usually contains an evaporating solvent and dries to a non oily film which will not attract dirt.

Obviously, it is impossible to check or maintain dampers that cannot be seen or reached. Consequently, access doors must be provided in ductwork or plenum enclosures large enough to work through.

PERIODIC INSPECTIONS

All automatic dampers should be checked and serviced on a regular schedule. Recommended interval is every 6 months, preferably not more than 12 months. Maintenance staff should prepare and enforce adherence to this planned and scheduled maintenance. Malfunction can lead to improper control of space temperatures, excessive infiltration, and increased energy costs.

CHECK LIST

- 1. Observe damper motors and actuators through an operating cycle to check for defects or binding. All mounting bolts must be securely fastened.
- 2. Linkages from actuators should be adjusted to insure blades of damper fully open or close within the stroke or travel of the actuator arm.
- 3. Blades should be checked in closed position to be sure all close tightly. If necessary, adjustments should be made to damper linkage or linkages to close any partially open blades.
- 4. Damaged blades should be replaced. Dirt, soot, link, etc. should be removed especially around operating parts.
- 5. Check blade edge and side seals. Replace when necessary
- 6. Check pins, bushings (bearings) for wear, rust or corrosion. Replace as required
- 7. Lubricate all mechanisms, moving parts and side seals as outlined under General Maintenance.
- 8. Caulking, where used to make damper frames tight to structure, should be checked and repaired as needed.