

5021CPS1FME014 Annual General PM HVAC Motorized Dampers Maintenance Checklist

Checklist

- 1 Clean dirt and grime that may collect on damper surfaces.
- 2 Verify damper linkage, bearings, blades, etc. that are intended to move freely, can do so.
- 3 Use moli-spray oil or similar graphite based oil, to lubricate dampers
- 4 Grease bearings where required. Ball bearings with grease fittings require only minimal grease.
- 5 Check to see that the blades open and close properly.
- 6 Tighten the linkage where required.
- 7 Create a new corrective work order to address any repairs made and or needed during the PM work