

VALLEYCARE
OLIVE VIEW-UCLA MEDICAL CENTER/HEALTH CENTERS
DEPARTMENT: FACILITIES
POLICY & PROCEDURE

NUMBER: 663
VERSION: 1

SUBJECT/TITLE: AUTOMATIC CONTROL DAMPERS (MECHANIC)

POLICY: Check and/or service automatic control dampers (mechanical) every twelve (12) months.

PURPOSE:

DEPARTMENTS: FACILITIES

DEFINITIONS:

- PROCEDURE:**
1. Disconnect pneumatic air line from motor and check blade operation with squeeze bulb or building air. Each damper should have access door or flex duct installed for viewing blade operation.
 2. Check for any blade obstruction or hardware adjustment, which must be made.
 3. Degrease (with Jet Lube Degreaser #5000) and clean all blades and hardware.
 4. Lube all mechanical parts with Jet Lube EM (water base food grade silicone).
 5. Re-test mechanical operation of blades with squeeze bulb or building air.
 6. Reconnect pneumatic line to motor.
 7. Visually check blade position.

References:	
Approved by: Robert Ross (Director, Facilities)	Date: 08/12/2009
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