

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

NUMBER: 664
VERSION: 1

SUBJECT/TITLE: DAMPER CREW – FIRE DAMPERS

POLICY: Every four (4) years maintenance and repair all Hospital and Health Center Fire Dampers.

PURPOSE:

DEPARTMENTS: FACILITIES

DEFINITIONS:

PROCEDURE:

1. Visually inspect fusible link for wear or deterioration. (It should be centered on damper curtain.)
2. Remove fusible link and close curtain, visually inspecting spring for tension and clip for deterioration.
3. Check closure of full curtain for proper operation. (The bottom blade should be between tract to prevent air leaks.) Proceed to Step #6, after Step #4 and #5 is completed and Step #3 is repeated.
4. Vacuum/brush debris from all fire dampers.
5. Degrease and lubricate curtain for proper mechanical operation of damper. Repeat with Step #3.
6. Reset curtain to its originally open operating position.
7. Inspect retaining angles.
8. Check gasket around access doors and change flex to fire dampers in envelope ceiling that have air leaks.
9. Replace faulty fire dampers if necessary as per specifications.
10. Seal access door and duct.

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11. Note: Fire Damper #FD094 – Clean stainless steel duct from damper to exhaust fan #3

References:	
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