



## **Dampers & Louvers**

### **Suggested Maintenance Procedures For Operable and Stationary Louvers**

All louvers should be checked and serviced on a regular schedule. Leader suggests 4 months on operable, and 1 year on stationary louvers. Inspection intervals depend upon system usage and atmospheric conditions within the system.

- 1) **All operable louvers should be checked for freedom and smoothness of movement. All pivot and moving points, such as shafts, bearings, swivels, etc., should be cleaned and lubricated with a light oil spray. Any excess should be removed and operated by hand to ensure smoothness of operation. Tighten all bolts, screws, nuts, and hardware.**
- 2) **Operable louvers should be checked in closed position for sealing. If an adjustment is needed, make adjustment to louver in closed position. Replace any pivot points that may show signs of corrosion or wear.**
- 3) **Once a year, on all louvers, the caulking or sealant should be checked around the perimeter of the louver for cracking, distortion, or shrinkage, etc. Replace any caulking as required to prevent leakage or water penetration.**
- 4) **On stationary louvers, check the caulking between the bottom blade and frame. Replace it if the caulking has become distorted or has shrunk.**
- 5) **Check louver blades to see that they have not loosened, (rivets on stationary blades, and bolts / rivets on operable blades). Tighten or replace as necessary. (Note: this does not apply on severe duty louver blades as they are fully welded.)**
- 6) **Check mounting braces to ensure they have not broken or loosened, which will cause leakage or vibration.**
- 7) **Blade gaskets and jamb seals are optional on operable louvers. Check them for signs of wear build up, corrosion, or damage. Replace them to prevent leakage.**
- 8) **Louvers with a mill finish, clear or colored anodized finish should be cleaned with warm soapy water, as required. Rinse with clean water to remove all cleaning agents.**
- 9) **Louvers with painted surfaces should be cleaned with a mild cleaning solution or with mild soapy water, as required. Rinse with clean water to remove all cleaning agents.**