

Central Station Air Handling Units:

1. Clean fan bearings. Clean grease lines.
2. Lubricate fan bearings.
3. Check fan sheave alignment.
4. Check fan belt tension and adjust if required.
5. Inspect and test damper operating linkages with AHU operation.
6. Inspect inside unit casing for mold or dirt and clean if required.
7. Lubricate fan motors.
8. Clean fan wheel and shaft.
9. Inspect & tighten electrical power and control wiring connections replace if damaged.
10. Inspect gasket on access doors and unit casing and repair or replace if damaged
11. Inspect flexible connection at fan outlet/inlet and replace if damaged.

Warning: When working on air handling unit motor provide lockout device, a lockout tag and a tag-out device on electrical breaker or on the AHU fan disconnect switch, see sheet PART I - Page 5-9 & 5-10 for panel, breaker and/or disconnect switch. The devices shall be in full compliance with Appendix 1i-13.

Warning: Disconnect control power circuit when working on air handling unit motor.

Warning: Insure that the air handling unit motor is properly electrically grounded before performing any service on that motor.

Warning: Use only grounded or insulated (Underwriters' Laboratories [UL] approved) electrical equipment.

Warning: When cleaning motor never use cleaning fluids with flashpoints below 100 degrees F.

Caution: In addition of the normal dangers of rotating machinery, fans present an additional hazard in their ability to suck in not only air, but loose material as well. Solid objects can pass through the fan and be discharged by the fan impeller as potentially dangerous projectiles, therefore screen duct opening from fan outlets where possible.

Caution: When performing any type of work around rotating machinery, keep extremities, long hair and loose clothing away from all rotating machinery.

Caution: Do not lubricate or adjust machinery in operation. If such services must be performed on operating machinery, station a second person at the stop-start switch.

Caution: Do not remove access panel fasteners until the fan wheel is completely stopped. Never enter the AHU casing without de-energizing the fan motor and allowing the fan to stop.

Caution: When replacing motors or heavy items, be aware of correct lifting techniques and use material hoists and power equipment where needed.

See Page 2-1-1h9 for additional safety instructions.

Central Station Air Handling Units Continued:

- Caution:** When welding or cutting inside the AHU insure that the welding fumes or smoke does not migrate to adjacent spaces through the duct. Protect adjacent flammable material equipment and keep a fire extinguisher nearby.
- Caution:** When steam cleaning the AHU coil, keep personnel clear of work area and exercise caution to prevent burns.
- Caution:** Do not work on dampers until their operators or linkages have been disconnected.
- Caution:** Secure fan drive sheaves before working of a fan to insure that the rotor cannot free wheel.
- Caution:** Never pressurize equipment in excess of the system design pressure and be sure all that all dampers are open.