



Extract Fan Maintenance Checklist

12 planned preventive maintenance tasks · Free PDF from PM Assist

A practical starting point for planned preventive maintenance. Always refer to the manufacturer's O&M manual and site-specific requirements.

Visual Checks

- ☐ Inspect drive belts for tension, alignment, wear, and cracking
- ☐ Inspect impeller for dust buildup, grease deposits, or damage
- ☐ Inspect flexible connections for deterioration or air leaks
- ☐ Check anti-vibration mounts are intact

Functional Checks

- ☐ Check fan for unusual noise, vibration, or overheating
- ☐ Verify fan achieves expected airflow rate
- ☐ Check motor current draw against nameplate rating
- ☐ Lubricate bearings according to manufacturer schedule
- ☐ Check backdraught damper operates freely

Cleaning & Housekeeping

- ☐ Clean impeller and volute casing where accessible

Safety Checks

- ☐ Verify fan interlock with fire alarm system where required

Record Keeping

- ☐ Record fan current, vibration readings, and belt condition

Maintenance Frequency

Monthly

- Visual check for noise and vibration
- Check belt condition

Quarterly

- Measure motor current
- Check bearing temperature
- Inspect impeller

Annually

- Full service including belt replacement
- Bearing lubrication
- Impeller clean
- Vibration analysis
- Fire interlock test