



Supply 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 wear, tension, and alignment
- ☐ Inspect fan impeller and scroll for dust accumulation or damage
- ☐ Check inlet filter condition and differential pressure
- ☐ Check flexible duct connections for tears or deterioration
- ☐ Verify anti-vibration mounts are intact and effective

Functional Checks

- ☐ Check fan for unusual noise, vibration, or excessive temperature
- ☐ Verify motor current draw is within nameplate limits
- ☐ Lubricate fan and motor bearings per manufacturer schedule

Cleaning & Housekeeping

- ☐ Clean impeller blades and internal surfaces

Safety Checks

- ☐ Test fire alarm interlock and smoke detector override where applicable
- ☐ Ensure all guards and access panels are secure

Record Keeping

- ☐ Record motor current, belt condition, and filter differential pressure

Maintenance Frequency

Monthly

- Visual and audible check for vibration and noise
- Check filter condition

Quarterly

- Inspect belts and bearings
- Measure motor current
- Check flexible connections

Annually

- Full service: belt replacement, bearing lubrication, impeller clean
- Vibration analysis
- Fire interlock test