

Maintenance Recommendations

for Grilles, Registers, Diffusers and related accessories

1. **Always turn equipment/ system off when performing maintenance or cleaning Grilles / Registers / Diffusers, etc.**
2. **Cleaning:**
 - a. When fitted, remove grille / register from auxiliary frame.
 - b. Unit may be cleaned by rinsing in warm soapy water, dry thoroughly with soft cloth.
 - c. When a damper is affixed to the grille, carry out the same cleaning procedure as above. When dry, the moving parts may be lightly lubricated with a clear lubricant (Vaseline) if necessary.
 - d. Units that cannot be removed from their installed location may be washed on site using warm soapy water and dried with a soft cloth.
 - e. Stainless steel grilles and diffusers can be cleaned with a harsher cleanser. Rinse stainless steel grilles and diffusers thoroughly after cleaning, dry thoroughly and lubricate if necessary.
3. **Operation:**
 - a. Units with integral dampers may be operated by employing a screwdriver (straight tip) to operate the screw adjustment. This should only be carried out by System Balancing Technicians.
4. **Maintenance:**
 - a. Other than cleaning and adjusting as noted above, no other maintenance is normally required.

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