

## **ANNUAL MAINTENANCE INSTRUCTIONS**

### **RECTANGULAR VALVES:**

1. CYCLE VALVE TO VERIFY OPERATION AND NO INTERFERENCE IN LINE.
2. CLOSE VALVE AND CHECK FOR LEAKAGE. IF LEAKAGE IS FOUND, CHECK ACTUATOR STOPS TO VERIFY THAT THE DISC IS FULLY CLOSED. IF LEAKAGE PERSISTS, INSPECT SEAT AND ADJUST OR REPLACE SEAT IN ACCORDANCE WITH THE INSTRUCTION MANUAL.
3. CHECK FLANGE CONNECTIONS FOR LEAKAGE. TIGHTEN BOLTS ACCORDINGLY.
4. CHECK TOP TRUNNION AREA FOR SHAFT LEAKAGE. IF LEAKAGE IS DETECTED, REPLACE VALVE PACKING.
5. IF ACCESS TO LINE IS POSSIBLE, THEN REMOVAL OF SCALE THAT MAY INTERFERE WITH THE DISC TRAVEL IS SUGGESTED. ALSO, THE SEAT SHOULD BE INSPECTED FOR WEAR AND TAPER PIN NUTS SHOULD BE TIGHT.
6. **LUBRICATION IS NOT REQUIRED.**