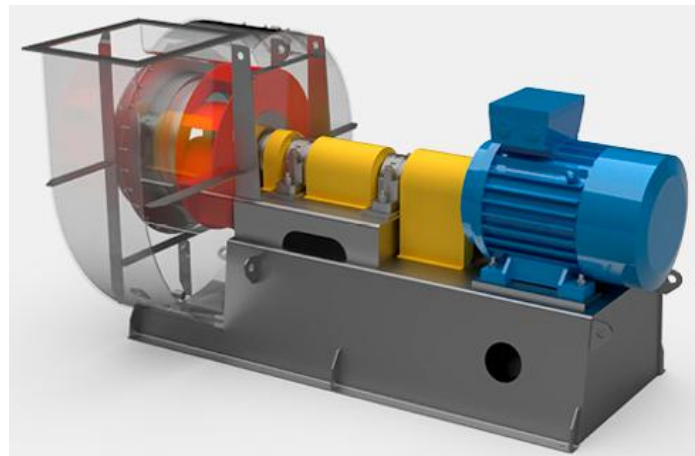
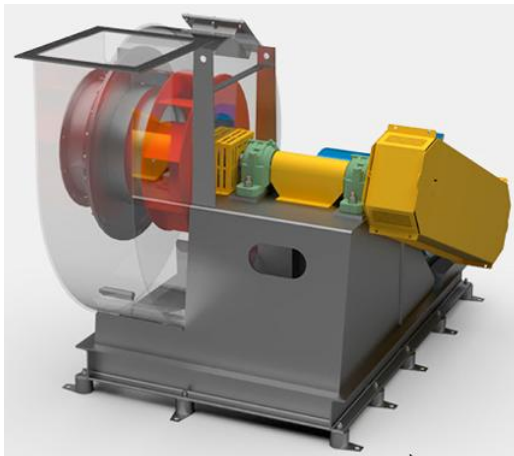
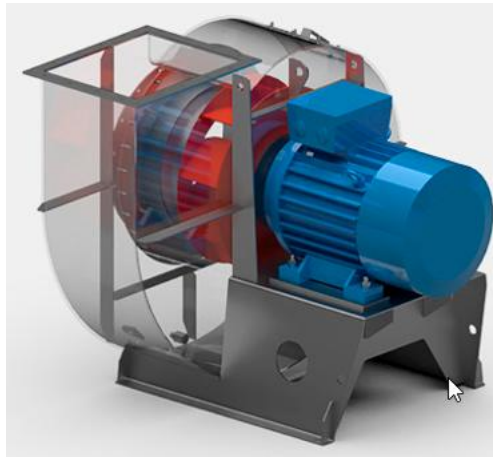
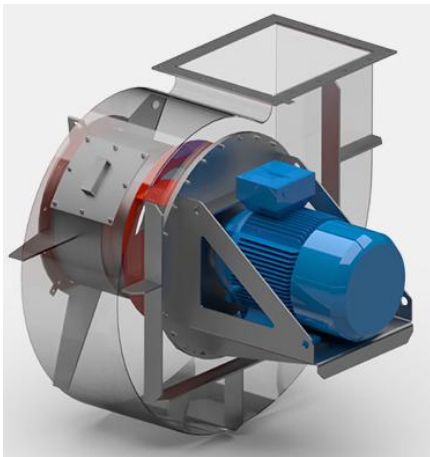


Guideline for repair and replacement of parts at ATEX fans



¹ ATEX-fans are fans that have been designed and produced in accordance with the EU Directive 2014/34/EU (ATEX) and German Industrial Standard EN 14986 „Design of fans working in potentially explosive atmospheres“

GUIDELINE FOR REPAIR OF ATEX FANS

© 2025 REITZ HOLDING GMBH & CO. KG

Copyright on the operating manual

REITZ Holding GmbH & Co. KG holds the copyright in this guideline.

This guideline is intended for technical personnel performing the following work on the fan: transport, installation, commissioning, operation, service, troubleshooting, maintenance, repair, decommissioning, dismantling, disposal. Instructions and drawings of a technical nature may not be copied, in whole or in part, distributed, imparted to third parties or used for the purpose of competition without prior authorisation.

This guideline was drawn up with the utmost care. Liability for direct and/or indirect damage caused as a result of delivery or utilisation of this guideline is excluded, wherever legally permissible.

Inhaltsverzeichnis

- 1. Preface 4**
- 2. Procedure for repairs..... 5**
 - 2.1 Return shipment to repair companies6
 - 2.2 Repairs and retrofitting on-site7
 - 2.2.1 Qualified persons8
 - 2.2.2 Checks to be conducted.....9
 - 2.3 Works and permissibilities10
- 3. Addresses..... 11**

1. Preface

Read the entire guideline meticulously.

Should you have any questions or ambiguities, please contact us immediately. We would be more than happy to provide support and to clarify any queries.



Any independent modification on the fan will invalidate the declaration of conformity and is strictly prohibited. Modifications which have first been agreed with REITZ, however, are permitted.



Corroded, damaged or non-functioning components will impair operational safety of the fan. Only use components which exhibit a flawless condition.

Liabilities for direct and / or indirect damages that are related to the delivery and / or the usage of this guideline are excluded, as far as legally permitted.

The manufacturer is not liable in particular for damage, whether direct or indirect, caused as a result of:

- Negligence of this guideline and the operating manual
- Negligence of information pertaining to the fan
- Employment of insufficiently competent persons
- Unauthorised modifications
- Incompetent mounting and installation
- Incompetent electrical connection
- Improper operation
- Any use other than use as intended
- Deficient or incompetent maintenance
- Utilisation of accessory parts or spare parts other than specifically designated (original) parts

2. Procedure for repairs

Please observe the following procedure for replacement of spare or wear and tear parts and other parts or components:

- Please contact us
→ see Chapter 3 Addresses
- Describe the situation and provide us with the serial no. of the fan
→ The serial number can be obtained from the nameplate on the fan and on the fan data sheet
- Please inform us whether
 - it is possible to return the fan to us (see chapter 2.1)
 - repairs must be carried out at the place of installation (see chapters 2.2 and 2.3)

Recommendation:

Where possible, we recommend shipping the fan for repair or replacement of parts to one of the following addresses.

Prior to return shipment of the fan customer must ascertain and ensure that the fan is not contaminated and that no other risk can arise from handling the fan.

Please request our „Certificate of non-objection for service and site activity“ and return the filled-in form to us.

The certificate serves as a checklist to assess possible hazards and contaminations on-site to sustain the health of our service technicians.



Work on the electrical components of the fan may only be performed by trained electrical specialists. These electrical specialists must also fulfil the requirements stipulated for qualified persons.

2.1 Return shipment to repair companies

Not until REITZ has checked and determined the „non-objection“, the fan can be returned for repair or exchange of components to one of the following addresses:

Germany	
Delivery address:	Contact
Konrad Reitz Ventilatoren GmbH & Co. KG Service department Konrad-Reitz-Straße 1 D - 37671 Hörter-Albaxen	phone: +49 (5271) 964 - 000 E-mail: reitzventilatoren@reitzgroup.com 24-h Hotline: +49 (174) 97 16 726
China	
Reitz Fans (Suzhou) Co., Ltd. Service department No. 58 Jiangpu Road 215126 SIP, Suzhou	phone: +86 (512) 6289 2763 E-mail: reitzchina@reitzgroup.com 24-h Hotline: +86 (159) 9540 7990

2.2 Repairs and retrofitting on-site

If it is not possible to dismount and remove the fan from the overall system and send it to a repair company, qualified personnel must carry out the repair and exchange of components on-site



Following **modifications subject to checks (*)**, the correct installation condition must be checked after completion of all works by persons who fulfil the requirements on “**persons qualified for testing⁽²⁾**”.

The check must be carried out prior to commissioning and prior to each recommissioning [German Ordinance on Industrial Safety and Health (“Betriebssicherheitsverordnung BetrSichV”) §15].

(*) modifications subject to checks

is every measure that affects the safety of work equipment. Repair work, too, can constitute said measures [German Ordinance on Industrial Safety and Health (“Betriebssicherheitsverordnung BetrSichV”) §2 paragraph (9)].

⁽²⁾ Persons qualified for testing

→ see definition in chapter 2.2.1

2.2.1 Qualified persons

Explosion protection principles require that qualified persons are proficient in expert and professional mounting of fan components. Following the completion of all mounting and installation works and/or replacement of parts in case of repair, they carry out all relevant checks as per chapter 2.2.2, the test findings and results must be recorded and sent to REITZ.

Qualified persons must have expert knowledge in handling “non-electrical equipment intended for use in potentially explosive atmospheres (ATEX)”.

Additionally, each qualified person must be granted respective authorisation by the person responsible for the plant prior to commencing work.

Qualified persons are:

- Proficient persons ⁽¹⁾
- Persons qualified for testing ⁽²⁾

⁽¹⁾ **Proficient persons** in terms of the German Ordinance on Industrial Safety and Health (“Betriebs-sicherheitsverordnung BetrSichV”) is personnel that have necessary expert knowledge to perform a certain task (e.g. maintenance of work equipment). The requirements on the technical qualifications depend on the individual nature of the task. The requirements include an appropriate technical vocational training, practical experience, or recent corresponding professional activities German Ordinance on Industrial Safety and Health (“Betriebssicherheitsverordnung BetrSichV”) §2 paragraph (5)].

⁽²⁾ **Persons qualified for testing** in terms of the German Ordinance on Industrial Safety and Health (“Betriebssicherheitsverordnung BetrSichV”) is personnel that due to appropriate professional training, practical experience and recent professional activity has the necessary expert knowledge for testing the working devices. As far as further requirements for the testing of working devices are stipulated in the German Ordinance on Industrial Safety and Health (“BetrSichV, §2, paragraph (6) and Annex 2, section 3, point 3)] these must be complied with.

2.2.2 Checks to be conducted

Irrespective of the fan's structural design, the following checks and tests must always be carried out after completion of all repairs and retrofit works:

- Check of impeller gap pursuant to Reitz' certificates of compliance:
 - RWB0781 Impeller (shrouded design) or
 - RWB0791 Unshrouded impeller (open design)
- Check of vibrations pursuant to Reitz' Inspection certificate
RWB0259 Vibration measurement
- Check of alignment shaft seal pursuant to Reitz' inspection certificates
 - RWB0841 Alignment report of shaft seal (central) or
 - RWB0842 Alignment report of shaft seal (off-center for temperature design)

Additionally, the following checks must be conducted:

For coupling-driven fans:

- Coupling alignment report as per Inspection certificate
RWB0261

For V-belt-driven fans:

- V-belt alignment report as per Inspection certificate
RWB0631

We will gladly support you and send you on request the relevant prepared forms in which you can enter the measured values.

If possible, please take some pictures that confirm and document the measurements and send them to us.

Should you require any assistance, please do not hesitate to contact us.

2.3 Works and permissibilities

The following table shows which parts and components may be checked by which persons:

Exchange of ...	(1) Proficient persons	(2) Persons qualified for testing	REITZ and repair companies as per chap. 2.1
Fan (complete unit)	X +	X	n.e.
Drive motor (complete unit)	X +	X	n.e.
Individual motor components			
Coupling (incl. Test Report)	X +	X	n.e.
Riemen (incl. Test Report)	X +	X	n.e.
Impeller (incl. Test Report)	X +	X	n.e.
Shaft seal (incl. Test Report)	X +	X	n.e.
Bearing unit (complete fan bearing unit) single bearing housings and drive train alignment	X +	X	n.e.
Anti-friction bearings (fan bearings, <u>not</u> motor bearings)	X	X	n.e.
Heat flinger (where featured)	X	X	n.e.
Housing cover / inlet cone (incl. Test Report)	X +	X	n.e.
Shaft earthing (where featured)	X +	X	n.e.
Anti-vibration mounts (where featured)	X	X	n.e.
Electric monitoring devices for bearing vibrations/bearing temperature, fan speed	X	X	n.e.
Kühlluftventilator (where featured)	X	X	n.e.
Remodeling of ...			
Bearing (other size / other type)			X
Coupling (other size / other type)			X
V-belt drive (other size / other type)			X
Exchange of motor (other size / other type)			X
Umlackierung			X

Explanation / key:

X = permitted /  = not permitted / n.e. = not necessary (but permitted)

X + = permitted and must additionally be checked by a "person qualified for testing ²⁾"

(1) Proficient persons / (2) Person qualified for testing → see chapter 2.2.1

3. Addresses



Konrad Reitz Ventilatoren GmbH & Co. KG

Konrad-Reitz-Straße 1

D - 37671 Höxter-Albaxen

phone: +49 (5271) 964 - 000

E-mail: reitzventilatoren@reitzgroup.com

www.reitzgroup.com

24-h Hotline +49 (174) 97 16 726



Konrad Reitz Ventilatoren GmbH & Co. KG Standort Hessisch Lichtenau

Gutenbergstraße 20-24

D -37235 Hessisch Lichtenau

phone: +49 (5602) 936 - 60

E-mail: reitzventilatoren@reitzgroup.com

www.reitzgroup.com

24-h Hotline +49 (174) 97 16 726



Reitz Retrofit GmbH & Co. KG

Röttgerweg 12

D - 51371 Leverkusen

phone: +49 (214) 20 299 100

E-mail: reitzretrofit@reitzgroup.com

www.reitzgroup.com



Reitz Retrofit GmbH & Co. KG

Breunsberger Straße 10

D - 63867 Johannesburg

phone: +49 (6021) 49 41 223

E-mail: reitzretrofit@reitzgroup.com

www.reitzgroup.com



Reitz Fans (Suzhou) Co., Ltd.

No. 15 Jianpu Road SIP Suzhou

PRC Zip Code: 215127

phone: +86 512 62 85 61 00

E-mail: reitzchina@reitzgroup.com

www.reitzgroup.com



Reitz India Limited

116 & 117, Pashamylaram

Patancheru, Hyderabad

Telangana – 502 307, India

phone: +91 8455 676666, +91 8455 261888

E-mail: info@reitzindia.com

www.reitzindia.com



Reitz Wentylatory Polska Sp. z o.o.

ul. Wrocławska 24

64-000 Kościan, Polska

phone: +48 (61) 62 42 772

E-mail: gwp@reitzgroup.com

www.reitzgroup.com



Reitz Middle East FZE

P.O. Box – 9383, X4, Building 32
Sharjah Airport Free Zone
Sharjah, UAE
phone: + 97-150-1795200
E-mail: spk@reitzindia.com



Reitz SE-ASIA PTE LTD

31, Cantonment Road
Singapore-089747
phone: +65 622 44991
E-mail: sa@reitzindia.com



Reitz Phelps Fan LLC

10701 Interstate 30
Little Rock, AR 72209, USA
phone: +1 501 554 1282
E-mail: info@reitzphelpsfan.com
www.reitzgroup.com



Reitz Nordic

Norra Vallgatan 68
211 22 Malmö, Sweden
phone: +46 40 68 51 15 0
E-mail: info.nordic@reitzgroup.com
www.reitzgroup.com