

Sys: **Boiler (Hot Water, Natural Gas)**

Maintenance Task Description	Frequency *	Skill Level **	Time Hours ***	Special Tools Req'd	Parts	Specific Safety Instructions
Check entire venting system	A	FT	0.5	None	None	None
Visually check main burner flames	SA	FT	0.25	None	None	None
Check burners for soot accumulation and clean burner and flue gas passage way	SA	FT	0.5	None	None	1,2,3,4,5
Check heat exchanger surface for soot and clean	SA	FT	0.25	None	None	1,2,3,4,5
Check combustion air fan and oil motor and bearings if required	SA	J	0.25	None	None	1,2,3,4,5
Check water pump and oil motor and bearings if required	SA	J	0.25	None	None	1,2,3,4
Check area around boiler and clean up all debris	W	O	0.25	None	None	None
Check combustion air openings in room to verify that the openings are open and unobstructed	W	A	0.25	None	None	None
Check transformer to insure 24 V control power	M	J	0.25	Volt Meter	None	3
Check combustion air fan for proper operation and proper draft	SA	J	0.5	None	None	1,2,3,4
Check gas train and controls	SA	J	0.25	Volt Meter	None	1,2
Check gas igniter	SA	J	0.25	None	None	None
Check low water cut-off operation	SA	J	0.25	None	None	None
Check air accumulation in system and vent if required	SA	J	0.25	None	None	6
Check temperatures and pressure	W	J	0.25	Thermometer & Pressure Gauge	None	None
Check flame safety control and shutdown	M	J	0.5	None	None	None
Check operation of unit and operating controls	M	J	0.5	Volt Meter	None	1,2,3
Check fuel system for leaks	M	J	0.5	Soapy Water	None	None
Check HIGH LIMIT safety control	SA	J	0.25	None	None	None
Check LOW LIMIT control	SA	J	0.25	None	None	None
Check safety relief valve	SA	J	0.25	None	None	6

** Skill Level Legend	
O	Unskilled Laborer
A	Apprentice Mechanic
J	Journeyman Mechanic
M	Master Mechanic
FT	Factory Trained Tech.

*** The time indicated is for the required to service one unit

* Frequency Legend	
D	Daily
W	Weekly
M	Monthly
Q	Quarterly
SA	Semi-Annually
A	Annually

Note: See Page 2-1-2b7 for safety instructions for this unit.

Safety instructions to observe when working with this equipment are as follows:

- 1 Warning:** When working on electrical components or motors provide a lockout device, a lock out tag and a tagout device on the electrical breaker or on the motor disconnect switch. See sheet PART I - Page 5-9 & 5-10 for panel, breaker and/or disconnect switch. The devices shall be in full compliance with Appendix 11-13.
- 2 Warning:** Disconnect control power circuit when working on electrical components.
- 3 Warning:** Use only grounded or insulated (UL approved) electrical components.
- 4 Caution:** When performing any type of work around rotating machinery, keep extremities, long hair and loose clothing away from all rotating machinery.
- 5 Caution:** Turn off gas supply to boiler when working on burner or gas piping.
- 6 Caution:** Water in boiler and hot water piping system is hot. Use caution opening piping or venting or allow water in system to cool before opening piping or vents.