

# Steam Heating Boilers

## Maintenance • Testing • Inspection Log

BUILDING	ADDRESS	MONTH	YEAR	FUEL TYPE	BOILER NO.
PERSONS TO BE NOTIFIED IN CASE OF EMERGENCY (INCLUDE NAME AND PHONE NUMBER)					

DAILY MAINTENANCE INSPECTION CHECKS																															
DATES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Checked by (please initial):																															
1. Observe Water Level																															
2. Record Boiler Pressure																															
3. Record Flue Gas Temp.																															
WEEKLY MAINTENANCE INSPECTION CHECKS																															
WEEKS	WEEK 1							WEEK 2							WEEK 3							WEEK 4									
Checked by (please initial):																															
1. Test Low Water Cut-off																															
2. Test Gage Glass																															
3. Observe Flame Condition																															
MONTHLY MAINTENANCE INSPECTION CHECKS (Enter Date Checked)																															
1. Manual Lift Relief Valves	Relief Valve Check Date:							Date Checked														Date Checked									
2. Review Condition of each item and/or Test each item	A. Linkages														F. Floor Drains																
	B. Damper Controls														G. Flame Detection Device																
	C. Stop Valves														H. Limit Controls																
	D. Refractory														I. Operating Controls																
	E. Flue-Chimney Breeching																														
3. Observe gage glass on expansion tank														Weekly and Monthly Checks Performed by:																	
4. Combustion Air adequate/unobstructed																															

COMMENTS: