## Viewmont High Main (Steam Boiler)

Write down the number for pressure and temp, not just an "X"

If you need to call in a job sheet, make sure you write down the work order # on this report.										
Initials:		Twice Daily	Daily			Twice Daily	Daily			
		Boiler Pressure (0-15 lbs)	Walk-in Freezer & Cooler			Boiler Pressure (0-15 lbs)	Walk-in Freezer & Cooler			
1	m			17	am					
	om			17	pm					
2	am			18	am					
	om				pm					
3	am			19	am					
	om			pm						
4	am			20	am					
	om				pm					
5	am			21	am					
	om				pm					
6	am			22	am					
	om				pm					
7	am			23	am					
	om				pm					
8	am			24	am					
	om				pm					
9	am			25	am					
	om				pm					
10	am			26	am					
	om				pm					
11	am			27	am					
	om				pm					
12	am			20	am					
	om				pm					
13	am			29	am					
	om				pm					
14	am			30	am					
	om				pm					
15	am			31	am					
	om				pm					
16	am	Post this report in the boiler room & write your findings daily or as indicated. At the end of the month, share with your principal & em								
	om			to dsdcustodial@dsdmail.net or fax to 27881.						
Each individual boiler requires a separate report throughout the year.										

The Boiler Room is NOT to be used for storage. Keep ALL COMBUSTIBLE MATERIAL OUT of the room! Nightly Lock-Up: Ensure the boiler is on prior to locking up for the night.

Boiler# (		Boiler Room Inspection Report	School	Viewmont High Main						
		Ctoom Boiles	Month/Year							
Steam Boiler  Twice a Week										
	1st Week - 2 times	2nd Week - 2 times	3rd Week- 2 times	4th Week - 2 times						
Check water softener	IST TOOK I CHINGS		ord treek 2 times	Ten freek 2 emiles						
Amount of salt added (if										
applicable)										
		Every Week								
Oliver the Head through	1st Week	2nd Week	3rd Week	4th Week						
Observe boiler through firing cycle				1						
Record expansion tank's										
water level. (1/4, 1/3, 1/2)										
Check heating pumps for:										
a) Bearing noise										
b) Leaking seals										
c) Correct pressure										
Check domestic hot water p	oumps for:									
a) Broken couplers										
b) Motor mounts										
c) Leaks										
Check sump pump										
operation-enter: "runs" or "won't run"										
Sweep floor, dust										
equipment & piping.(If not										
asbestos) Check & write down water										
meter reading.										
		Every Month								
Oil domestic hot water pumps & motors										
Flush down low water cut-										
off.										
Check for leaks on heating equipment & associated										
piping.										
Check digital reading on										
water heater for error										
codes & temps. In excess of 135. Report any										
problems or concerns.										
	<u>Beginning</u>	g of month reading:	End of m	End of month reading:						
Fan Room										
Check oil on heat pumps										
Check filters										
		<b>Every Other Month</b>								
Check pop-off valve operation										
Concerns/Issues regard	ing your boiler(s) & roon	n:								