

North Layton Junior (Water 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 (0-30 lbs)	Boiler Temp. (80-190)	Air Comp. Pressure, # on the gauge & operation	Walk-in Freezer & Cooler		Boiler Pressure (0-30 lbs)	Boiler Temp. (80-190)	Air Comp. Pressure, # on the gauge & operation	Walk-in Freezer & Cooler
1	am				17	am			
	pm					pm			
2	am				18	am			
	pm					pm			
3	am				19	am			
	pm					pm			
4	am				20	am			
	pm					pm			
5	am				21	am			
	pm					pm			
6	am				22	am			
	pm					pm			
7	am				23	am			
	pm					pm			
8	am				24	am			
	pm					pm			
9	am				25	am			
	pm					pm			
10	am				26	am			
	pm					pm			
11	am				27	am			
	pm					pm			
12	am				28	am			
	pm					pm			
13	am				29	am			
	pm					pm			
14	am				30	am			
	pm					pm			
15	am				31	am			
	pm					pm			
16	am								
	pm								

Post this report in the boiler room & write your findings daily or as indicated. At the end of the month, share with your principal & email to dsccustodial@dsdmail.net or fax to ext. 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# U _____

Boiler Room Inspection Report

School North Layton Jr
Month/Year _____**Water Boiler****Every Week**

		1st Week	2nd Week	3rd Week	4th Week
1	Observe boiler through firing cycle				
2	Record expansion tank's water level. (1/4, 1/3, 1/2)				
3	a) Check air compressor oil level				
	b) Drain water from tank. (More often if needed)				

Check heating pumps for:

4	a) bearing noise				
	b) leaking seals				
	c) correct pressure				

Check domestic hot water pumps for:

5	a) Broken couplers				
	b) Motor mounts				
	c) Leaks				
6	Sweep floor, dust equipment & piping. (If not asbestos)				
7	Check & write down water meter reading.				

Every Month

1	Oil domestic hot water pumps & motors				
2	Check for leaks on heating equipment & associated piping.				
3	Check digital reading on water heater for error codes				
4	Emergency lights in bldg.				
5	Gen. radiator-fluid level				
6	Gen. battery-water level				
7	Gen. engine oil level				
8	Log hour meter to verify unit has exercised since last month	<u>Beginning of month reading:</u>		<u>End of month reading:</u>	
	Fan Room				
9	Check oil on heat pumps				
	Check filters				

Every other month

1	Check pop-off valve operation				
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Concerns/Issues regarding your boiler(s) & room: