

Cook Elementary

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)	Walk-in Freezer & Cooler			Boiler Pressure (0-30 lbs)	Boiler Temp. (80-190)	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				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 dsdcustodial@dsdmail.net or fax to ext. 27881.				
	pm								

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

Boiler Room Inspection Report
Water Boiler

School Cook EI
 Month/Year _____

Every Week					
		1st Week	2nd Week	3rd Week	4th Week
1	Observe boiler through firing squad				
Check heating pumps for:					
2	a) bearing noise				
	b) leaking seals				
	c) correct pressure				
Check domestic hot water pumps for:					
3	a) Broken couplers				
	b) Motor mounts				
	c) Leaks				
4	Sweep floor, dust equipment & piping. (If not abestos)				
Every Month					
1	Check for leaks on heating equipment & associated piping.				
2	Check digital reading on water heater for error				
3	Emergency lights in bldg.				
4	Gen. radiator-fluid level				
5	Gen. battery-water level				
6	Gen. engine oil level				
7	Log hour meter to verify unit has exercised since last month	<u>Beginning of month reading:</u>		<u>End of month reading:</u>	
Every other month					
1	Check pop-off valve operation				
Concerns/Issues regarding your boiler(s) & room:					