

Vae View Elementary (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 #1 Temp and Pressure	Boiler #2 Temp and Pressure	Walk-in Freezer & Cooler	Boiler #1 Temp and Pressure	Boiler #2 Temp and Pressure	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.		
	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 _____

Boiler Room Inspection Report

School Vae View El

Month/Year _____

Water Boiler

Every Week

Check heating pumps for:

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

Check domestic hot water pumps for:

2	a) Broken couplers				
	b) Motor mounts				
	c) Leaks				
3	Check sump pump operation-enter: "runs" or "won't run"				
4	Sweep floor, dust equipment & piping.(If not asbestos)				

Every Month

1	Check for leaks on heating equipment & associated piping.				
2	Check digital reading on water heater for error codes & temps. In excess of 135. Report any problems/concerns.				
3	Emergency lights in bldg.				
4	Fan Room				
	Check filters				

Every other month

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