HEATING BOILER LOG

(Post near boiler and initial when tested)

MANUFACTURER	BOILER NUMBER	YEAR

LOG THIS INFORMATION WEEKLY

	SAFETY VALVE TESTED *(Quarterly)*	GAGE GLASS DRAINED					LOW-WATER FUEL CUTOFF TESTED					PUMP SYSTEM CHECKED					BURNER OPERATION CHECKED				
		WEEK					WEEK					WEEK					WEEK				
	DATE PERFORMED	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
SEP																					
OCT																					
NOV																					
DEC																					
JAN																					
FEB																					
MAR																					
APR																					
MAY																					
JUN																					
JUL																					
AUG																					

(If you have any questions regarding your equipment or need to schedule an inspection, call 1-800-333-4677.)

© 2017 All rights reserved.
This log is intended to complement the equipment manufacturers' recommendations - not replace them. If you have doubts about any particular testing or maintenance procedure, contact the manufacturer or your equipment service representative.

SEND REQUESTS FOR ADDITIONAL TAGS TO:

The Hartford Steam Boiler Inspection and Insurance Company
Attn: Inspection Services
Hartford Steam Boiler
PO Box 61509
King of Prussia, PA 19406
or by email: NSCINSP_hotline@hsb.com

or scan this code

IMPORTANT

TEST INSTRUCTIONS

A. SAFETY / RELIEF VALVES – Test quarterly while the boiler is in operation. Lift the try-lever to full open position, then release lever to allow valve to snap closed. Pressure test annually by a qualified service personnel to verify the valve opens at set pressure.

B. WATER COLUMN OR GAGE GLASS (Steam Boilers) – For low-pressure steam boilers, flush water column, and gage glass weekly Open drain valve quickly to void small quantity of water.* Water level should return quickly to normal operating level when valve is closed.

C. PRESSURE/TEMPERATURE GAGES – Verify consistent system pressure and temperature daily.

D. LOW-WATER FUEL CUTOFF (LWCO) – For steam boilers, test weekly and for hot-water boilers test monthly. For float-type LWCO, drain the float chamber while burner is running.* For probe-type, drain the water column or use the test button on the device. These tests should interrupt the circuit and stop burner. For steam boilers, conduct a slow drain test annually by qualified service personnel.

E. PUMP AND SYSTEM – For all boilers, check daily, pump for proper operation, leaky packing. Examine check valves, makeup float valves, expansion or condensate tank. Check for leaks in other parts of system.

F. BURNER OPERATION – If burner starts with a puff or operates roughly, call your service personnel immediately.

***** *All Discharges must be piped to a safe place.*

SERVICING

A. LOW-WATER FUEL CUTOFF (LWCO) – For all steam boilers, the low-water fuel cutoff should be dismantled for a complete overhaul by qualified service personnel at least annually. The internal and external mechanisms, including linkage contacts, mercury bulbs, floats, and wiring should be carefully checked for defects. Probe-type LWCOs should also be examined for cracking and deposits. See manufacturer's instructions.

Record and initial service dates below.

Initial:					
Date:					

B. OIL OR GAS BURNERS AND CONTROLS – Oil and gas burners and all operating and safety controls should be thoroughly checked at least annually by a competent service organization. **CAUTION**: If any single control is replaced, all controls should be retested to ensure they still function properly. See manufacturer's instructions.

Record and initial service dates below.

Initial:					
Date:					

C. Temperature and pressure indicators and gages – Calibrate all gages and indicators annually. See manufacturer's instructions.

Record and initial service dates below.

Initial:					
Date:					

BOILER SAFETY RULES

NEVER take it for granted that the boiler safety devices are in working order – **TEST THEM.**

ALWAYS check the boiler periodically. **THE BEST CONTROL CAN FAIL.**

ALWAYS maintain the water at the proper level in an operating boiler.

ALWAYS familiarize yourself with proper operation of the boiler. An experienced operator can often avoid trouble before it starts.