**INSTRUCTIONS:**

1. Continued safe operation of a boiler depends on regular maintenance and testing of the boiler and its operating and safety controls. The tests and checks outlined below are designed to determine whether or not the boiler and controls are in good operating condition.

2. Should any check or test indicate that the device being tested or observed is not in good operating condition, it should be repaired or replaced immediately. Record repairs or replacements under “Remarks” so that a complete record will be available for review at any time.

**TESTING:**

**WATER COLUMN AND GAGE GLASS** *(steam boiler)* – Open drain valve quickly and flush water from glass and column. Water level should return quickly to normal operating level when valve is closed.

**LOW-WATER FUEL CUTOFF AND WATER LEVEL CONTROL** – Tests should be performed while burner is operating. For float-type LWCO, drain float chamber. For probe-type, drain the water column or use the test button on the device. These tests should interrupt the circuit, stop the firing equipment, and start feed pump. If controls are of probe or other type that require lowering of water level in boiler to test, **DO NOT** lower level to point below bottom of gage glass.

<table>
<thead>
<tr>
<th>MANUFACTURER</th>
<th>BOILER NUMBER</th>
<th>LOCATION</th>
<th>WEEK BEGINNING</th>
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<tr>
<th>DAY AND TIME</th>
<th>WATER</th>
<th>PRESSURE</th>
<th>TEMPERATURE</th>
<th>BURNER</th>
<th>STOKER</th>
<th>OPERATIONS</th>
<th>FUEL SUPPLY</th>
<th>WATER TREATMENTS</th>
<th>BOILER BLOW DOWN</th>
<th>FEED WATER MAKE-UP</th>
<th>OPERATOR ON DUTY</th>
<th>REMARKS</th>
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**CHECK OR TEST RECORD TWICE DAILY**

**LOG REVIEWER** *(This log reviewer should not be the same individual who fills this log on an hourly basis.)*

**REVIEWED BY**

**NOTE:** In addition to the checks and tests listed here, the **Check List for High-Pressure Boilers** (on reverse side) must be completed as well.

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

SEND REQUESTS FOR ADDITIONAL LOGS 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: NSCINSPI_hotline@hsb.com
CHECKLIST FOR HIGH-PRESSURE BOILERS

INSTRUCTIONS:
1. In addition to the checks and tests listed on the High-Pressure Power Boiler Log - Weekly (form 1467) or High-Pressure Power Boiler Log - Hourly (form 2055) log sheets, the following checks should be made on a periodic basis. More frequent checks and tests may be required according to the particular conditions noted.

2. Enter date when the test or maintenance procedure detailed below has been completed.

<table>
<thead>
<tr>
<th>MANUFACTURER</th>
<th>BOILER NUMBER</th>
<th>LOCATION</th>
<th>DESCRIPTION OF PROCEDURE</th>
<th>DATE COMPLETED</th>
</tr>
</thead>
</table>

SAFETY / RELIEF VALVES
For boilers greater than 15 psig and less than 400 psig - Lift the try-lever to full open position then release lever to allow valve to snap closed. Boiler should be operating at greater than 75% of the safety valve(s) set pressure. Pressure test annually to verify the valve opens at the set pressure. For boiler greater than 400 psig – Pressure test or service every three years. Pressure tests and service should be performed by qualified outside service organization.

Frequency: (Quarterly)

DISMANTLE LOW-WATER FUEL CUTOFF
The low-water fuel cutoff should be dismantled for complete overhaul at regular intervals, and all the internal and external mechanisms (including linkage, contacts, mercury bulbs, floats, and wiring) should be carefully checked for defects. See manufacturer’s instructions and recommendations.

Probe-type LWCOs should be examined for cracking and deposits. See manufacturer’s instructions.

Frequency: (At least annually)

CLEAN FIRESIDE OF BOILER
The fireside of the boiler should be cleaned at least annually. At the time of this cleaning, all brick work and refractory should be checked and repaired or replaced as needed.

Frequency: (Annually)

CHECK BOILER AND SYSTEM FOR LEAKAGE OR DEFECTS
The boiler and its entire system should be given a careful and complete check at regular intervals for leakage or other defects at pipe connections, flanges, traps, and valves. In the interest of safe and reliable service, any unsatisfactory condition should be noted and corrected.

Frequency: (Weekly)

SERVICE OIL OR GAS BURNER OR STOKER OPERATING CONTROLS
- The oil, gas burner or stoker controls should be checked at least monthly and serviced at least annually.
- High limit controls should also be checked monthly and serviced at least annually.
- Flame failure safety controls should be checked weekly.

In general this service should be obtained from a qualified outside service organization. If service by the operator, a complete record of work done should be entered on the log. See manufacturer’s instructions and recommendations.

CHECK LOW-WATER CUT OFF – SLOW DRAIN
The low-water fuel cutoff should be checked at least weekly by actually lowering the water level in the boiler slowly to simulate a developing low-water condition. Caution! Do not lower water level below bottom of Water Gage Glass. Should cutoff not function properly under this test, it must be immediately overhauled or replaced and returned to operation.

Frequency: (Quarterly)

COMMENTS SECTION