

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
BOILER - ELECTRIC, GAS, OIL

SITE AND BLDG #: NY023-206

MECHANIC SIGNATURE: *[Signature]*

DATE: 8/24/23

LOCATION/RM #:

START TIME: 10:55

FINISH TIME: 11:30

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023-206		190917-198	PMA19091	ATH	kn-2	61643724	1-pc Boiler	
NY023-206		190917-199	PMA19091	ATH	kn-4	61643798	1-pc Boiler	
NY023-206		190917-200	PMA19091	ATH	kn-5	61693717	1-pc Boiler	
NY023-206		190917-201	PMA19091	ATH	kn-6	61643719	1-pc Boiler	
NY023-206		190917-198	PMCI19091	ATH	kn-2	61643724	1-pc Boiler	
NY023-206		190917-199	PMCI19091	ATH	kn-4	61643798	1-pc Boiler	
NY023-206		190917-200	PMCI19091	ATH	kn-5	61693717	1-pc Boiler	
NY023-206		190917-201	PMCI19091	ATH	kn-6	61643719	1-pc Boiler	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE	NOTES/ACTIONS
		YES	NO
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	<input checked="" type="checkbox"/>	
2	Verify that the annual inspections for the boiler have been satisfactorily performed.	<input checked="" type="checkbox"/>	

3	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Wear appropriate respirator, goggles, and gloves while in contact with hazardous materials.	<input checked="" type="checkbox"/>	
4	All automatically and manually operated control devices provided for controlling operation and safety of the vessel, steam or water pressure, hot water temperature, combustion, and boiler water level shall be inspected under operating conditions.	<input checked="" type="checkbox"/>	
5	All associated valves and piping, pressure and temperature indicating devices, metering, and recording devices, and all boiler auxiliaries shall be inspected under operating conditions.	<input checked="" type="checkbox"/>	
6	Prepare boiler for internal inspection in the following manner:	<input checked="" type="checkbox"/>	
7	Fuel supply and ignition system shall be locked out.	<input checked="" type="checkbox"/>	
8	Water shall be drawn off and water side thoroughly washed out.	<input checked="" type="checkbox"/>	
9	Manhole and handhole plates, washout plugs, and inspection plugs in water column connections shall be removed.	<input checked="" type="checkbox"/>	
10	The boiler shall be cooled and thoroughly cleaned.	<input checked="" type="checkbox"/>	
11	All grates of internally fired boilers shall be removed.	<input checked="" type="checkbox"/>	
12	Pressure gages shall be removed and tested.	<input checked="" type="checkbox"/>	
13	Any leakage of steam or hot water into the boiler shall be prevented by disconnecting the pipe or valve at the most convenient point.	<input checked="" type="checkbox"/>	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE	NOTES/ACTIONS
		YES	NO
14	Before opening the manhole and entering any part of the boiler, the required steam or water system stop valves must be closed, tagged, and padlocked. All drain valves or cocks located between the two valves shall be opened.	<input checked="" type="checkbox"/>	
15	Inspector will not enter boiler until satisfied that necessary safety precautions and pre-inspection preparations have been made.	<input checked="" type="checkbox"/>	
16	If a boiler has not been properly prepared for an internal inspection, the inspector should decline to make the inspection.	<input checked="" type="checkbox"/>	
17	If materials to be worked on are known or suspected to contain asbestos, check the building's asbestos management plan to see if they have been	<input checked="" type="checkbox"/>	
18	Account for all tools, materials, and equipment before closing boiler.	<input checked="" type="checkbox"/>	

2	Check operation of all gas controls and valves including: manual gas shutoff; petal gas regulator; safety shutoff valve (solenoid); automatic gas valve; petal solenoid valve; butterfly gas valve, motor, and linkage to air burner; safety petal solenoid (if used).	<input checked="" type="checkbox"/>	
3	Check the connections for tight joints and minimum resistance to air flow. (combustion chamber, flues, breeching, and chimney are clear before firing.)	<input checked="" type="checkbox"/>	
4	Draft regulators require slightly negative pressure in the combustion chamber at maximum input.	<input checked="" type="checkbox"/>	
5	On forced draft burners, gas manifold pressure requirements should correspond with modulating (butterfly) valve in full open position and stable at all other firing rates.	<input checked="" type="checkbox"/>	
6	Check burner for flashback and tight shutoff of fuel.	<input checked="" type="checkbox"/>	
7	Check operation of automatic controls and combustion flame safeguards. Clean and adjust, if necessary.	<input checked="" type="checkbox"/>	
8	Replace fusible plugs, if applicable.	<input checked="" type="checkbox"/>	
9	Operation and adjustments should conform with manufacturer's instructions.	<input checked="" type="checkbox"/>	

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency. To be performed by: HVAC Technician Additional Notes:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
BOILER - ELECTRIC, GAS, OIL

SITE AND BLDG #: NY023 Bldg 119

MECHANIC SIGNATURE: *[Signature]*

DATE: 8/24/23

LOCATION/RM #:

START TIME: 8:45

FINISH TIME: 9:45

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023 Bldg 119		149	714	TECUM	KN 2	6163784	1-pc Boiler	
NY023 Bldg 119		150	715	TECUM	KN 3	6164377	1-pc Boiler	
NY023 Bldg 119		151	714	TECUM	KN 2	6164377	1-pc Boiler	
NY023 Bldg 119		151	151	TECUM	KN 2	6164377	1-pc Boiler	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE	NOTES/ACTIONS
		YES	NO
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	<input checked="" type="checkbox"/>	
2	Verify that the annual inspections for the boiler have been satisfactorily performed.	<input checked="" type="checkbox"/>	
3	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Wear appropriate respirator, goggles, and gloves while in contact with hazardous materials.	<input checked="" type="checkbox"/>	
4	All automatically and manually operated control devices provided for controlling operation and safety of the vessel, steam or water pressure, hot water temperature, combustion, and boiler water level shall be inspected under operating conditions.	<input checked="" type="checkbox"/>	
5	All associated valves and piping, pressure and temperature indicating devices, metering, and recording devices, and all boiler auxiliaries shall be inspected under operating conditions.	<input checked="" type="checkbox"/>	
6	Prepare boiler for internal inspection in the following manner:	<input checked="" type="checkbox"/>	
7	Fuel supply and ignition system shall be locked out.	<input checked="" type="checkbox"/>	
8	Water shall be drawn off and water side thoroughly washed out.	<input checked="" type="checkbox"/>	

9	Manhole and handhole plates, washout plugs, and inspection plugs in water column connections shall be removed.	<input checked="" type="checkbox"/>	
10	The boiler shall be cooled and thoroughly cleaned.	<input checked="" type="checkbox"/>	
11	All grates of internally fired boilers shall be removed.	<input checked="" type="checkbox"/>	
12	Pressure gages shall be removed and tested.	<input checked="" type="checkbox"/>	
13	Any leakage of steam or hot water into the boiler shall be prevented by disconnecting the pipe or valve at the most convenient point.	<input checked="" type="checkbox"/>	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE	NOTES/ACTIONS
		YES	NO
14	Before opening the manhole and entering any part of the boiler, the required steam or water system stop valves must be closed, tagged, and padlocked. All drain valves or cocks located between the two valves shall be opened.	<input checked="" type="checkbox"/>	
15	Inspector will not enter boiler until satisfied that necessary safety precautions and pre-inspection preparations have been made.	<input checked="" type="checkbox"/>	
16	If a boiler has not been properly prepared for an internal inspection, the inspector should decline to make the inspection.	<input checked="" type="checkbox"/>	
17	If materials to be worked on are known or suspected to contain asbestos, check the building's asbestos management plan to see if they have been	<input checked="" type="checkbox"/>	
18	Account for all tools, materials, and equipment before closing boiler.	<input checked="" type="checkbox"/>	

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
BOILER - ELECTRIC, GAS, OIL

SITE AND BLDG #: NY023 Bldg 121

MECHANIC SIGNATURE: *[Signature]*

DATE: 8/24/23

LOCATION/RM #:

START TIME: 8:00 am

FINISH TIME: 8:45

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
121				TECUM	17HE-04	19464151361	1-pc Boiler	
121				TECUM	17HE-04	19464151367	1-pc Boiler	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE	NOTES/ACTIONS
		YES	NO
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	<input checked="" type="checkbox"/>	
2	Verify that the annual inspections for the boiler have been satisfactorily performed.	<input checked="" type="checkbox"/>	
3	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Wear appropriate respirator, goggles, and gloves while in contact with hazardous materials.	<input checked="" type="checkbox"/>	
4	All automatically and manually operated control devices provided for controlling operation and safety of the vessel, steam or water pressure, hot water temperature, combustion, and boiler water level shall be inspected under operating conditions.	<input checked="" type="checkbox"/>	
5	All associated valves and piping, pressure and temperature indicating devices, metering, and recording devices, and all boiler auxiliaries shall be inspected under operating conditions.	<input checked="" type="checkbox"/>	
6	Prepare boiler for internal inspection in the following manner:	<input checked="" type="checkbox"/>	
7	Fuel supply and ignition system shall be locked out.	<input checked="" type="checkbox"/>	
8	Water shall be drawn off and water side thoroughly washed out.	<input checked="" type="checkbox"/>	

9	Manhole and handhole plates, without plugs, and inspection plugs in water column connections shall be removed.	✓		
10	The boiler shall be cooled and thoroughly cleaned.	✓		
11	All grates of internally fired boilers shall be removed.	✓		
12	Pressure gauges shall be removed and tested.	✓		
13	Any leakage of steam or hot water into the boiler shall be prevented by disconnecting the pipe or valve at the most convenient point.	✓		

ITEM #	DESCRIPTION	STATUS	DATE	BY
14	Before opening the manhole and entering any part of the boiler, the required steam or water system stop valves must be closed, tagged, and padlocked. All drain valves or cocks located between the two valves shall be opened.	✓		
15	Inspector will not enter boiler until satisfied that necessary safety precautions and pre-inspection preparations have been made.	✓		
16	If a boiler has not been properly prepared for an internal inspection, the inspector should decline to make the inspection.	✓		
17	If materials to be worked on are known or suspected to contain asbestos, check the building's asbestos management plan to see if they have been	✓		
18	Account for all tools, materials, and equipment before closing boiler.	✓		
1	Check boiler room for ventilation in accordance with the American Gas Association (AGA) burner requirements.	✓		
2	Check operation of all gas controls and valves including: manual gas shutoff; petal gas regulator; safety shutoff valve (solenoid); automatic gas valve; petal solenoid valve; butterfly gas valve; motor, and linkage to air lever; safety petal solenoid (if used).	✓		
3	Check flue connections for tight joints and minimum resistance to air flow. (combustion chamber, flues, breeching, and chimney are clear before firing.)	✓		
4	Draft regulators require slightly negative pressure in the combustion chamber at maximum input.	✓		
5	On forced draft burners, gas manifold pressure requirements should correspond with modulating (butterfly) valve in full open position and stable at all other firing rates.	✓		
6	Check burner for flashback and tight shutoff of fuel.	✓		
7	Check operation of automatic controls and combustion flame safeguards. Clean and adjust, if necessary.	✓		

9	Manhole and handhole plates, without plugs, and inspection plugs in water column connections shall be removed.	✓		
10	The boiler shall be cooled and thoroughly cleaned.	✓		
11	All grates of internally fired boilers shall be removed.	✓		
12	Pressure gauges shall be removed and tested.	✓		
13	Any leakage of steam or hot water into the boiler shall be prevented by disconnecting the pipe or valve at the most convenient point.	✓		

ITEM #	DESCRIPTION	STATUS	DATE	BY
14	Before opening the manhole and entering any part of the boiler, the required steam or water system stop valves must be closed, tagged, and padlocked. All drain valves or cocks located between the two valves shall be opened.	✓		
15	Inspector will not enter boiler until satisfied that necessary safety precautions and pre-inspection preparations have been made.	✓		
16	If a boiler has not been properly prepared for an internal inspection, the inspector should decline to make the inspection.	✓		
17	If materials to be worked on are known or suspected to contain asbestos, check the building's asbestos management plan to see if they have been	✓		
18	Account for all tools, materials, and equipment before closing boiler.	✓		
1	Check boiler room for ventilation in accordance with the American Gas Association (AGA) burner requirements.	✓		
2	Check operation of all gas controls and valves including: manual gas shutoff; petal gas regulator; safety shutoff valve (solenoid); automatic gas valve; petal solenoid valve; butterfly gas valve; motor, and linkage to air lever; safety petal solenoid (if used).	✓		
3	Check flue connections for tight joints and minimum resistance to air flow. (combustion chamber, flues, breeching, and chimney are clear before firing.)	✓		
4	Draft regulators require slightly negative pressure in the combustion chamber at maximum input.	✓		
5	On forced draft burners, gas manifold pressure requirements should correspond with modulating (butterfly) valve in full open position and stable at all other firing rates.	✓		
6	Check burner for flashback and tight shutoff of fuel.	✓		
7	Check operation of automatic controls and combustion flame safeguards. Clean and adjust, if necessary.	✓		

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST BOILER - ELECTRIC, GAS, OIL

SITE AND BLDG #: NY23 Bldg 123

MECHANIC SIGNATURE: *[Signature]*

DATE: 8/24/23

LOCATION/RM #:

START TIME: 9:45

FINISH TIME: 10:30

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY23-123		9350		TESCO	609 1600 164	58257	Boiler # 2	
NY23-123		9359		TESCO	609 1600 254	58258	Boiler # 1	
				Boiler Plant	CR1-60-10	71660144	Hot Water Plant	

ITEM #	DESCRIPTION	STATUS	DATE	BY
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
2	Verify that the annual inspections for the boiler have been satisfactorily performed.	✓		
3	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Wear appropriate respirator, goggles, and gloves while in contact with hazardous materials.	✓		
4	All automatically and manually operated control devices provided for controlling operation and safety of the vessel, steam or water pressure, hot water temperature, combustion, and boiler water level shall be inspected under operating conditions.	✓		
5	All associated valves and piping, pressure and temperature indicating devices, monitoring, and recording devices, and all boiler auxiliaries shall be inspected under operating conditions.	✓		
6	Prepare boiler for internal inspection in the following manner:	✓		
7	Fuel supply and ignition system shall be locked out.	✓		
8	Water shall be drawn off and water side thoroughly washed out.	✓		