

**APPENDIX A**

**EXAMPLE ANNUAL TUNE-UP CHECKLIST**

DATE: \_\_\_\_\_

FACILITY NAME: \_\_\_\_\_

FACILITY ADDRESS: \_\_\_\_\_

BOILER OPERATOR: \_\_\_\_\_

BOILER NUMBER: \_\_\_\_\_

TUNE-UP CONDUCTED BY: \_\_\_\_\_

(Please Print)

<b>Item No.</b>	<b>Requirement</b>	<b>Description of Items to Clean/Inspect/Repair</b>	<b>S or U*</b>	<b>Comments</b>
1	Clean Fireside Surfaces	<ul style="list-style-type: none"> <li>▶ Deposits on Furnace Wall</li> <li>▶ Evidence of Wall Heating</li> <li>▶ Boiler Tube Banks</li> </ul>		
2	Clean Waterside Surfaces	<ul style="list-style-type: none"> <li>▶ Scale Deposits on Surfaces</li> <li>▶ Heating Surfaces</li> </ul>		
3	Fuel System	<ul style="list-style-type: none"> <li>▶ Pumps</li> <li>▶ Filters</li> <li>▶ Burners/Pilots</li> <li>▶ Preheaters</li> <li>▶ Storage Tanks</li> </ul>		
4	Electric Control Systems	<ul style="list-style-type: none"> <li>▶ Electrical Terminals</li> <li>▶ Controls/Switches</li> </ul>		
5	Combustion Control System & Adjustments	<ul style="list-style-type: none"> <li>▶ Test Exhaust Gas Composition</li> <li>▶ Firing Position</li> <li>▶ Firing Temperature</li> <li>▶ Burners/Pilots</li> <li>▶ - flame safe guard scanner</li> <li>▶ Burner Observation Glasses</li> </ul>		Combustion efficiency calculation

Item No.	Requirement	Description of Items to Clean/Inspect/Repair	S or U*	Comments
6	Valves	<ul style="list-style-type: none"> <li>▶ Safety</li> <li>▶ Relief</li> <li>▶ Hydraulic</li> <li>▶ Pneumatic</li> <li>▶ Other</li> </ul>		
7	Refractories	<ul style="list-style-type: none"> <li>▶ Front of Furnace</li> <li>▶ Rear of Furnace</li> <li>▶ Sides of Furnace</li> <li>▶ Burner Throat Refractory</li> </ul>		
8	Fan System	<ul style="list-style-type: none"> <li>▶ Housing</li> <li>▶ Blades</li> <li>▶ Inlet Screen</li> </ul>		
9	Feedwater System	<ul style="list-style-type: none"> <li>▶ Condensate Receivers</li> <li>▶ Deaeration System</li> <li>▶ Pumps / Motors</li> <li>▶ Low Water Cut-off</li> </ul>		

\* Enter an "S" for satisfactory or a "U" for unsatisfactory. Anything denoted with a "U" should be explained under comments and should also note the date that it became satisfactory.

TUNE-UP COMPLETED: \_\_\_\_\_ DATE: \_\_\_\_\_

*(Signature)*

**NOTE:** This Appendix is given as an example of what should be included in a checklist. The checklist may need additional detail depending on the type of boiler and fuel system. This list is not all inclusive as it is not modeled after a particular system, but instead gives only general information which is applicable to most systems.