

[Boiler Attendance Policy](#)

PURPOSE

- The following policy has been developed to provide a resource for licensed engineers, owners, principals, and superintendents to determine the frequency of boiler checks in schools and other locations to maintain them as safely as possible without extensive amounts of overtime and wasted man hours.
- During the heating season, this policy shall be followed for boiler maintenance checks to avoid endangering human life and property. This policy takes into consideration the recommendations of the American Society of Mechanical Engineers boiler code Section VI, public occupancy of the building, condition of heating systems, size and capacity of the boiler plant, and severity of weather.

PROCEDURES

- **Minnesota Rules**
In accordance with Minnesota Rule 5225.1110 the Chief Engineer or Operating Engineer and the division of Code Administration and Inspection Services (Chief Boiler Inspector) shall determine the minimum attendance of all boilers.
- **Normal Work Days**
A properly licensed engineer shall check the boiler(s) at least once a day. This check shall include a visual examination of all associated equipment, and a logbook entry of the conditions observed. The requirements of this section may only be reduced by the Chief Engineer of the facility, or the properly licensed engineer in charge of the boilers.
- **Weekends and Holidays**
When one or more of the following conditions occur, a properly licensed engineer shall check the boiler(s). This check shall include a visual examination of all associated equipment, and a logbook entry of the conditions observed.
 - **Severe Weather-** The boiler(s) shall be checked when it is forecasted that the outside air temperature will reach 10 degrees or colder.
 - **Safety Concerns-** The boiler(s) shall be checked when a situation occurs that impacts the safety of the boiler or associated equipment.
 - **Public Occupancy of the Building(s) -** The boiler(s) shall be checked if the building is or will be occupied by employees or the public.
 - **Minimum Attendance-** No boiler will be left unattended for more than two consecutive days (48 hours).

Communication

- The Chief Engineer or Operating Engineer shall notify their supervisor if he or she believes there is justification for additional boiler checks required for unique situations regarding the safety of the boiler, building, or it's occupants.
- If the Chief Engineer or Operating Engineer has found the boiler to be in an unsafe condition, the engineer shall notify the owner or employer and the Chief Boiler Inspector as soon as possible. If the unsafe boiler is not immediately taken out of service, the Chief Engineer or Operating Engineer shall ensure that the boiler is continuously monitored by a properly licensed engineer, 24 hours per day, until the division has either sealed the boiler, verified that the unsafe condition has been corrected, or determined that continuous monitoring is no longer required.



**Chief Boiler Inspector
Construction Codes and Licensing Division
Minnesota Department of Labor and Industry**

**8/1/2008
Date**