

# BOILER PLANT OPTIMIZATION SCORE CARD



Company:	Date:	
Contact Person:	Location:	
Title:	Phone:	Email:

Please check the box where applicable for each task.

Task	Already Have	Outdated	Do Not Have	Does Not Apply	Action Required	Responsible*	Describe Action and Owner
<b>Document Current State of Boiler Plant</b>							
Updated Boiler Plant Process and Instrumentation Diagram						E	
Updated Boiler Plant Standard Operating Procedures (SOPs)						E	
Boiler Room Valve & Instrument Tags						E	
Equipment List & Specifications						E	
Service Providers: Contact Info						O	
Daily Inspections/Checklist and Regular Log Book Entries						O	
Chemical Log by Service Provider - Weekly or Biweekly						V	
Chemical Log Test: Shift / Daily						O	
<b>Total:</b>							
<b>Operation &amp; Maintenance</b>							
Comprehensive Preventative Program Including Weekly, Monthly and Annual Tasks						O, M	
Record of Boiler & Equipment Maintenance History						O, M	
Quarterly or Semi-Annual Combustion Tuning						O, V	
Safety Relief Valve Test / Replacement Schedule						O, V	
Pressure Vessel Non-Destructive Tests: Deaerator Tank, High-Pressure Receiver, Blowdown Tank						O, V	
<b>Total:</b>							
<b>Prepare Operational Recovery</b>							
Spare Parts List - Stock Items in Warehouse						M	
Spare Parts List - Long Lead Time Spare - Inventory						M, W	
Emergency Spares List						M	
"Boiler Down" - Contingency for Inoperable Boiler (Unplanned)						P, O	
Emergency Response Plan						E, O	
<b>Total:</b>							
<b>Opportunities for Improvement</b>							
Boiler & Boiler Plant Efficiency						E, M, O	
Condensate Recovery						M, O	
Flash Steam Venting						E, M, O	
Steam Trap Program						M, O	
Metering Including Steam, Fuel, Feedwater and Makeup Water						E, O	
<b>Total:</b>							
<b>Educational Training</b>							
Participation in Continuous Boiler Plant Education						All	
<b>Total:</b>							
<b>Grand Total:</b>							

\*Responsible: E = Engineering, M = Maintenance, O = Operator, V = Vendor, W = Warehouse, P = Production

Contact Cleaver-Brooks for more information about these programs and other opportunities within the boiler plant at [marketing@cleaverbrooks.com](mailto:marketing@cleaverbrooks.com)