DTE CleanVision Energy Efficiency

Energy Efficiency Program for Business

2023 Boiler / furnace tune-up checklist

This checklist is used to document the data required for your boiler/furnace tune-up applications. Please complete this document and also include manufacturer's specification sheets or nameplate verification.

The service provider must perform a combustion analysis after the tune up is complete and attach the printout to the final application. Combustion analysis reports are not required for space heating furnaces/RTU's.

For measure HG-27, process boiler tune-ups ≥ 10,000 MBH, please include an invoice. Refer to, and complete, the relevant section in the Online Application for incentives and quantities.

Boiler / furnace tune-up

Tune-up checklist # 1

Site name _____ Date of tune-up _____

Manufacturer _____ Service (space heating, process, domestic hot water) _____

Model number _____ Annual hours of operation _____

Serial number _____ Unit input capacity (MBH) _____

Company performing tune-up _____ Technician performing tune-up _____

- ☐ Measure pre/post combustion efficiency using electronic flue gas analyzer
- ☐ Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- ☐ Adjust burner and gas input, manual or motorized draft controls
- ☐ Clean burners, combustion chamber and heat exchanger surfaces
- ☐ Complete visual inspection of system piping and installation
- ☐ Check safety controls
- ☐ Check adequacy of combustion air intake
- ☐ Check for proper venting
- ☐ Check draft control dampers
- ☐ Clean and inspect burner nozzles
- ☐ Include a copy of the combustion analyzer post test (boilers only)

Tune-up checklist # 2

Site name _____ Date of tune-up _____

Manufacturer _____ Service (space heating, process, domestic hot water) _____

Model number _____ Annual hours of operation _____

Serial number _____ Unit input capacity (MBH) _____

Company performing tune-up _____ Technician performing tune-up _____

- ☐ Measure pre/post combustion efficiency using electronic flue gas analyzer
- ☐ Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- ☐ Adjust burner and gas input, manual or motorized draft controls
- ☐ Clean burners, combustion chamber and heat exchanger surfaces
- ☐ Complete visual inspection of system piping and installation
- ☐ Check safety controls
- ☐ Check adequacy of combustion air intake
- ☐ Check for proper venting
- ☐ Check draft control dampers
- ☐ Clean and inspect burner nozzles
- ☐ Include a copy of the combustion analyzer post test (boilers only)

Boiler / furnace tune-up

Tune-up checklist # 3

Site name _____ Date of tune-up _____

Manufacturer _____ Service (space heating, process, domestic hot water) _____

Model number _____ Annual hours of operation _____

Serial number _____ Unit input capacity (MBH) _____

Company performing tune-up _____ Technician performing tune-up _____

- ☐ Measure pre/post combustion efficiency using electronic flue gas analyzer
- ☐ Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- ☐ Adjust burner and gas input, manual or motorized draft controls
- ☐ Clean burners, combustion chamber and heat exchanger surfaces
- ☐ Complete visual inspection of system piping and installation
- ☐ Check safety controls
- ☐ Check adequacy of combustion air intake
- ☐ Check for proper venting
- ☐ Check draft control dampers
- ☐ Clean and inspect burner nozzles
- ☐ Include a copy of the combustion analyzer post test (boilers only)

Tune-up checklist # 4

Site name _____ Date of tune-up _____

Manufacturer _____ Service (space heating, process, domestic hot water) _____

Model number _____ Annual hours of operation _____

Serial number _____ Unit input capacity (MBH) _____

Company performing tune-up _____ Technician performing tune-up _____

- ☐ Measure pre/post combustion efficiency using electronic flue gas analyzer
- ☐ Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- ☐ Adjust burner and gas input, manual or motorized draft controls
- ☐ Clean burners, combustion chamber and heat exchanger surfaces
- ☐ Complete visual inspection of system piping and installation
- ☐ Check safety controls
- ☐ Check adequacy of combustion air intake
- ☐ Check for proper venting
- ☐ Check draft control dampers
- ☐ Clean and inspect burner nozzles
- ☐ Include a copy of the combustion analyzer post test (boilers only)

Boiler / furnace tune-up

Tune-up checklist # 5

Site name _____ Date of tune-up _____

Manufacturer _____ Service (space heating, process, domestic hot water) _____

Model number _____ Annual hours of operation _____

Serial number _____ Unit input capacity (MBH) _____

Company performing tune-up _____ Technician performing tune-up _____

- ☐ Measure pre/post combustion efficiency using electronic flue gas analyzer
- ☐ Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- ☐ Adjust burner and gas input, manual or motorized draft controls
- ☐ Clean burners, combustion chamber and heat exchanger surfaces
- ☐ Complete visual inspection of system piping and installation
- ☐ Check safety controls
- ☐ Check adequacy of combustion air intake
- ☐ Check for proper venting
- ☐ Check draft control dampers
- ☐ Clean and inspect burner nozzles
- ☐ Include a copy of the combustion analyzer post test (boilers only)

Tune-up checklist # 6

Site name _____ Date of tune-up _____

Manufacturer _____ Service (space heating, process, domestic hot water) _____

Model number _____ Annual hours of operation _____

Serial number _____ Unit input capacity (MBH) _____

Company performing tune-up _____ Technician performing tune-up _____

- ☐ Measure pre/post combustion efficiency using electronic flue gas analyzer
- ☐ Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- ☐ Adjust burner and gas input, manual or motorized draft controls
- ☐ Clean burners, combustion chamber and heat exchanger surfaces
- ☐ Complete visual inspection of system piping and installation
- ☐ Check safety controls
- ☐ Check adequacy of combustion air intake
- ☐ Check for proper venting
- ☐ Check draft control dampers
- ☐ Clean and inspect burner nozzles
- ☐ Include a copy of the combustion analyzer post test (boilers only)

Boiler / furnace tune-up

Tune-up checklist # 7

Site name _____ Date of tune-up _____

Manufacturer _____ Service (space heating, process, domestic hot water) _____

Model number _____ Annual hours of operation _____

Serial number _____ Unit input capacity (MBH) _____

Company performing tune-up _____ Technician performing tune-up _____

- ☐ Measure pre/post combustion efficiency using electronic flue gas analyzer
- ☐ Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- ☐ Adjust burner and gas input, manual or motorized draft controls
- ☐ Clean burners, combustion chamber and heat exchanger surfaces
- ☐ Complete visual inspection of system piping and installation
- ☐ Check safety controls
- ☐ Check adequacy of combustion air intake
- ☐ Check for proper venting
- ☐ Check draft control dampers
- ☐ Clean and inspect burner nozzles
- ☐ Include a copy of the combustion analyzer post test (boilers only)

Tune-up checklist # 8

Site name _____ Date of tune-up _____

Manufacturer _____ Service (space heating, process, domestic hot water) _____

Model number _____ Annual hours of operation _____

Serial number _____ Unit input capacity (MBH) _____

Company performing tune-up _____ Technician performing tune-up _____

- ☐ Measure pre/post combustion efficiency using electronic flue gas analyzer
- ☐ Adjust combustion air flow and air intake as needed, reduce excessive stack temperatures
- ☐ Adjust burner and gas input, manual or motorized draft controls
- ☐ Clean burners, combustion chamber and heat exchanger surfaces
- ☐ Complete visual inspection of system piping and installation
- ☐ Check safety controls
- ☐ Check adequacy of combustion air intake
- ☐ Check for proper venting
- ☐ Check draft control dampers
- ☐ Clean and inspect burner nozzles
- ☐ Include a copy of the combustion analyzer post test (boilers only)