DTE CleanVision Energy Efficiency

Energy Efficiency Program for Business

2025 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 for each tune-up performed 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

Please include the invoice for all tune-ups completed.

Boiler/Furnace Tune-up Checklist

Tune-up checklist # 1

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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 Checklist

Tune-up checklist # 3

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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 Checklist

Tune-up checklist # 5

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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 Checklist

Tune-up checklist # 7

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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 Checklist

Tune-up checklist # 9

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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 # 10

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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)

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Tune-up checklist # 11

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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 # 12

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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)

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Tune-up checklist # 13

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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 # 14

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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)

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Tune-up checklist # 15

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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 # 16

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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)

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Tune-up checklist # 17

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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
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- ☐ 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 # 18

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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)

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Tune-up checklist # 19

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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 # 20

Site name: Service (space heating, process, domestic hot water):

Manufacturer: Date of tune-up:

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)