



## INFORMATION BULLETIN

NO: B-G5 071019 3

### COMPLETE VERSION - ANNUAL SERVICING FOR GAS APPLIANCES

**Date of Issue:** October 19, 2007

The BC Safety Authority, who regulates the installation of Gas equipment in the Province, would like to advise homeowners with the heating season at hand that all gas fired appliances require regular maintenance to operate efficiently and safely.

**Annual servicing recommended** – Have your home heating devices serviced annually to prevent tragic fires and reduce the risk of carbon monoxide poisoning which can cause death.

Natural gas, propane, oil and wood burning appliances that are not operating correctly produce carbon monoxide an odorless, tasteless toxic gas.

Basic symptoms of carbon monoxide poisoning are: headache, nausea, dizziness, shortness of breath and confusion. You may also decide to have a CSA-certified carbon monoxide detector installed in your home for added protection.

**Gas furnace \ boiler \ water heater cleaning and servicing** – Have heating appliances, including gas and oil-burning furnaces \ boilers, wood-burning stoves and chimneys etc. serviced annually. Servicing of these appliance types may include but not be limited to the following:

#### Gas Furnace Service Checklist

- Check operation of safety limit controls
- Check temperature set points
- Check operation of thermostat
- Lubricate blower and motor bearings as required
- Clean and inspect blower assembly
- Check blower speed and operation
- Check pressure switches and vent blower (if applicable)
- Inspect burners and clean if required
- Examine vent connector and inspect entire venting system and termination
- Check and adjust pilot light (if applicable)
- Check flame rectification
- Measure stack (flue) temperature
- Check gas piping to furnace



- Clean air filters and re-install - Instruct customer on filter maintenance
- Check and adjust manifold gas pressure
- Clock appliance to verify correct input
- Combustion / ventilation air adequate
- Check for elevated carbon monoxide levels
- Inspect heat exchanger
- Check temperature difference between supply and return plenums
- Clean equipment interior/exterior
- Leave completed checklist with customer
- Gas Contractor Name & Number
- Gas Fitter Name & Number

#### **Gas Boiler Service Checklist**

- Check operation of safety limit controls
- Check pressure relief valve
- Check water pressure and temperature set points
- Check expansion tank
- Check operation of thermostat
- Lubricate circulating pump as required
- Check Radiant Floor Temperature control device (Mixing Valve or Equivalent)
- Check pressure switches and vent blower (if applicable)
- Inspect burners and clean if required
- Examine vent connector and inspect venting system
- Check vent damper operation (if applicable)
- Check and adjust pilot light (if applicable)
- Check flame rectification
- Measure stack (flue) temperature
- Check gas piping to boiler
- Check and adjust manifold gas pressure
- Clock appliance to verify correct input
- Combustion / ventilation air adequate
- Check for elevated carbon monoxide levels
- Inspect heat exchanger
- Check temperature difference between supply and return piping.
- Clean equipment interior/exterior
- Leave completed checklist with customer
- Gas Contractor Name & Number
- Gas Fitter Name & Number



### Hot Water Heater Service Checklist

- Check operation of safety limit controls
- Check water pressure and temperature relief valve
- Check expansion tank (if applicable)
- Check operation of thermostat
- Check pressure switches and vent blower (if applicable)
- Inspect burners and clean if required
- Examine vent connector and inspect venting system
- Check vent damper operation (if applicable)
- Check and adjust pilot light (if applicable)
- Check flame rectification
- Measure stack (flue) temperature
- Check gas piping
- Check and adjust manifold gas pressure
- Clock appliance to verify correct input
- Combustion / ventilation air adequate
- Inspect heat exchanger
- Clean equipment interior/exterior
- Leave completed checklist with customer
- Gas Contractor Name & Number
- Gas Fitter Name & Number

**Gas fireplace cleaning and servicing** – Annual maintenance on gas log sets, inserts and log lighters may include but not be limited to the following:

- Clean glass and unit according to the manufacturer's guidelines.
- Check the entire vent system and termination for condition and operation
- An inspection of the explosion relief flappers and glass door gaskets to ensure a proper seal
- An inspection of the burner, venturi, and air openings
- An inspection of the gas valve, gas components, and pilot system
- Refer to the manufacture's manual to ensure proper log placement
- Verify correct operation of all optional equipment; fans, thermostats, remote control, safeties etc.
- Keep the fireplace area clear and free of combustible materials, flammables or items that could be damaged from high heat.



### **Signs of service being required immediately**

- Pilot light outages and/or yellow or wavering burner flame
- Continuous or intermittent odor
- Booming noises upon start-up
- Dying house plants
- Condensation on the inside of the windows

Natural gas or propane will emit a strong rotten egg odor as it escapes. If you smell gas, open doors and windows, get everyone outside and away from the building, shut off the main gas supply valve found at the tank or meter and contact your gas supplier immediately.

Phone calls to the gas supplier should be made from a neighbours house and do not turn on any lights or appliances which may cause a spark that could ignite the gas.

### **Important note:**

*This work should only be carried out by a certified gas fitter, qualified individuals will be glad to produce their qualification wallet card when asked for proof of certification. A list of active qualified gas contractors can be viewed through the "Homeowners" tab on our web site.*

A handwritten signature in blue ink that reads "Wayne Lock".

Wayne Lock  
Provincial Safety Manager - Gas

### **References:**

Bill 19 – 2003	Safety Standards Act
B.C. Reg. 103/2004	Gas Safety Regulation
B.C. Reg. 105/2004	Safety Standards General Regulation

For more information on the British Columbia Safety Authority, please visit our web site at:  
[www.safetyauthority.ca](http://www.safetyauthority.ca)