

# Oil-Fired Boilers

## Operating Instructions

BW4  
BW5

**NOTE:** Installer—hang these instructions near boiler.

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**⚠ WARNING:** Use only number 1 or number 2 fuel oil having commercial standard grade CS 12-48. Do not use gasoline, kerosene, crankcase oil, or any oil containing gasoline. A failure to adhere to this warning can cause a fire, explosion, physical injury or death.

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### BEFORE STARTUP

1. Check fuel oil supply in storage tank.
2. Check that valve in oil supply pipe is open.
3. Check water level in boiler—manually open relief valve until water flows out. If water does not flow promptly, close relief valve and call for service.
4. Be sure all valves in water pipes to radiation and expansion tank are open, except valve in water pipe from building water system. Water pipe fill should be closed.

### TO START BURNER

1. Set wall thermostat indicator above room temperature.
2. Turn boiler electric power disconnect switch on. Burner should start.
3. If burner does not start, press red button on top of oil burner and release slowly. Burner should then start.
4. If burner still does not start:
  - a. Recheck electric power supply to burner.
  - b. Recheck that thermostat is calling for heat.
  - c. Push the red button once more and repeat step 3.
5. If burner still does not start, turn off electric power and call for service.

### TO STOP BURNER

1. Turn off electric power at boiler disconnect switch.
2. For summer shutdown, close valve in oil supply pipe.

### ANNUAL INSPECTION AND ADJUSTMENT

Annual inspection of oil-fired heating units is required. Semi-annual inspection of oil-fired heating units is strongly recommended.

This inspection should include the following:

1. Relubrication of burner motor bearings, if applicable.
2. Do not lubricate water circulator motor. The bearings are lubricated by water after the circulator starts operating.
3. Replacement of oil filter cartridge.
4. Cleaning of oil burner blower wheel and air passages.
5. Examination for and repair of fuel oil leaks.
6. Examination of combustion chamber, oil nozzle, heat transfer surfaces and vent connector to chimney.
7. Examination for and repair of water leaks.
8. Test of pressure relief valve operation.

9. Check for waterlogged expansion tank.
10. Combustion test and adjustment of oil burner operation.
11. Safety and operation test of all boiler controls.

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**⚠ WARNING: To minimize the possibility of serious personal injury, fire, damage to your boiler, or improper operation, adhere to the following safety rules:**

1. If water flows from the relief valve at any time, immediately turn off electric power to boiler and call for service.
  2. Should overheating occur or the burner fail to shut off, close the valve in the oil supply pipe and call for service. Do not turn off or disconnect electric power.
  3. If the boiler room should flood, turn off electric power and call for service before restarting burner.
  4. Always keep the area around your boiler free from combustible materials, gasoline, flammable liquids and vapors, and aerosol containers. Never put cleaning tools or supplies on or against your boiler.
  5. Never stand on your boiler.
  6. Never burn garbage or other refuse in your boiler.
  7. If holes are found in the metal pipe connecting your boiler to the chimney, or if it becomes disconnected, turn off the electric power to your boiler and call for service.
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For Prompt Service, Phone \_\_\_\_\_

Dealer's Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Boiler Model \_\_\_\_\_ Serial Number \_\_\_\_\_

Installed By \_\_\_\_\_ Date \_\_\_\_\_