

DEPARTMENT OF THE ARMY
DEVENS RESERVE FORCES TRAINING AREA
Devens, Massachusetts 01432-4424
15 Sep 97

Facilities Engineering
UTILIZATION OF HEATING AND HOT WATER EQUIPMENT

HISTORY. This is the first publication of this Devens Reserve Forces Training Area (RFTA) Regulation. It is based on a previously published Fort Devens Reg 420-3.

SUMMARY. This regulation prescribes policies to ensure efficient, maximum and economical utilization of heating and hot water equipment.

IMPACT ON THE NEW MANNING SYSTEM. This regulation does not contain information that affects the New Manning System.

APPLICABILITY. This regulation is applicable to all directorates, units, activities, and family quarters at the Devens RFTA, Devens, Massachusetts.

SUPPLEMENTATION. Local supplements of this regulation are prohibited, except upon arrival of the Director of Public Works. Requests for exception, with justification, will be sent to the Commander, Headquarters Devens RFTA, ATTN: AFRC-FMD-PW, Devens, MA 01432-4424.

SUGGESTED IMPROVEMENTS. The proponent of the regulation is the Director of Public Works. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommend Changes to Publications) to Commander, Headquarters Devens RFTA, ATTN: AFRC-FMD-PW, Devens, MA 01432-4424.

CONTENTS

CHAPTER TITLE	PARA	PAGE
Purpose	1-1	2
Responsibilities	1-2	2
	1-2	3

1-1. Purpose. The operation and maintenance of heating and hot water equipment are of extreme importance to obtain maximum heat efficiency, conserve fuel, preserve equipment, maintain proper temperature, protect government property, and for safety of personnel.

1-2. Responsibilities.

a. Oil and Gas Fired Equipment. The Maintenance Division, Directorate of Public Works is responsible for the starting, adjusting controls, shutting off heating units, maintenance and repair of all oil and gas fired heating and hot water equipment. Reports of malfunctions and requests for repairs or adjustments will be reported to Directorate of Public Works emergency telephone numbers 3777/3778.

b. Boiler and Utility Rooms

(1) Boiler rooms and utility rooms that house heating and utility equipment are “OFF LIMITS” to all personnel unless specifically authorized by the Maintenance Division, Directorate of Public Works.

(2) Boiler rooms and utility rooms will be kept clean and doors will be locked at all times. Only Directorate of Public Works Maintenance Division locks will be used on boiler and utility room doors.

(3) Boiler rooms and utility rooms will not be used for the storage of equipment and materials.

(4) Unit personnel are responsible for clearing of ice and snow to boiler and utility rooms, and oil fill pipe areas.

c. Thermostats. Building thermostats will be regulated and set by the Maintenance Division, Directorate of Public Works, for the approved temperature. Thermostat temperature settings will be in accordance with applicable regulations. Requirements for maintenance, repair and replacement of defective thermostats will be reported to Directorate of Public Works, Maintenance Division emergency telephone numbers 3777/3778.

d. Louvers and Vents. Building gable louvers and floor vents will be closed by the building occupants by 15 September of each year.

e. Auxiliary Heating Units. The use of auxiliary heating units such as portable electric heaters are unauthorized. Only heating units installed and maintained by Directorate of Public Works will be used to provide heat to buildings.

f. Unoccupied Buildings. To prevent freeze-up in unoccupied buildings during the winter months, the utility systems, water lines, drains, hot water heaters, and heating plants must be drained and winterized. Directorates, units, and activities will submit DA Form 4283, (Facilities Engineering Work Request), before 15 September of each year, indicating the number of all buildings in their custody or responsibility that are unoccupied so that the required draining and winterization can be performed. For all buildings that are heated and unoccupied for periods in excess of 24 hours, a check system will be established by the senior building occupant and the building will be checked a minimum of twice every 24 hours for the purpose of early indications of freezing. Buildings will be checked between 2400 and 0600 hours and 1800 and 2400 hours and will include the testing of water faucets, urinals, water closets, and inspection of the heating system. Any signs of freezing of water lines and heating system will be reported to Maintenance Division, Directorate of Public Works emergency telephone numbers 3777/3778.

g. Winter Watchman/Blue Light may be used as an aid for faster identification of buildings with no heat, but will not be used as a substitute for a physical check required by paragraph 1-2 f. above.

FOR THE COMMANDER:

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