


**UNIVERSITY OF TOLEDO  
FACILITIES AND CONSTRUCTION**

<b>Section:</b>	<b>HVAC</b>	<b>Procedure Number:</b>	<b>HVAC-04</b>
<b>Subject:</b>	<b>Steam Reducing Stations Maintenance</b>	<b>Effective Date:</b>	<b>January 1980</b>
		<b>Revised Date:</b>	<b>November 2016</b>
<b>Facilities Officer:</b>		<b>Reviewed Date:</b>	<b>February 2023</b>

**Standard Operating Procedure**

Steam reducing stations will be maintained on a scheduled basis throughout the institutions.

**Purpose**

To maintain proper reduced line pressure and condensate removal.

**Procedure**

Quarterly:

1. Check gauges.
2. Tighten packing, if necessary.
3. Inspect general condition of piping, supports and insulation.
4. Check all steam traps for proper operation.
5. Clean strainers on high, medium and low pressure steam lines.