

Steam humidifier quarterly maintenance checklist

A quarterly steam humidifier round is short on purpose: it catches the wear items that fail between annual services. This checklist is sized for a tech with a phone. Every item says what to look at and the photo that proves the round happened. Work is commonly verified against IMC, manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The HVAC or controls tech on the quarterly mechanical round. When: Every quarter through the heating season when the unit is actually running, tighter on a hard-water site since scale drives the interval.

Cylinder and steam

- ☐ **Steam cylinder or electrode condition checked**
Disposable cylinder or electrode bank checked for scale load and current draw, replaced when the manufacturer's end-of-life indication shows rather than run to failure. 2 photos required
- ☐ **Dispersion tube and steam hose checked**
Steam hose sloped to drain with no sagging water trap, dispersion tube seated in the duct and not spitting condensate, tube ports clear. 1 photo required

Water side

- ☐ **Fill and drain valves cycled**
Fill solenoid admits water and the drain pumps or drains down at end of cycle, no continuous fill-and-dump wasting water and hammering the cylinder. 1 photo required
- ☐ **Drain line and pan checked for scale**
Drain running to an air gap, no mineral crust bridging it, pan and floor around the unit dry. 1 photo required

Controls and safeties

- ☐ **Humidistat setpoint and demand response confirmed**
Room or duct humidity read against the setpoint, unit calls and makes steam on demand and drops out when satisfied. 1 photo required
- ☐ **Airflow proving and duct high-limit confirmed operating**
Airflow or pressure proving switch proving air before steam is allowed, duct high-limit humidistat wired in and cutting steam if it climbs — a dispersion into dead airflow is the failure this catches. 1 photo required