

Radiant heating manifold quarterly maintenance checklist

A quarterly radiant heating manifold 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 (mechanical code), manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The hydronic or maintenance tech on the quarterly mechanical round. When: Every quarter through the heating season, walked with the boiler and pumps. A manifold in a closet gets ignored until a floor runs cold.

Pressure and fill

- ☐ **System pressure read at the manifold against the cold-fill mark**
Gauge sits at or above the fill setting with the system cold, no obvious drop since the last round, expansion tank not waterlogged. 2 photos required
- ☐ **Manifold and fittings dry with no weeping**
Compression and union joints clean and dry, no mineral crust or drip staining under the manifold, isolation valves not seeping. 1 photo required

Loop balance

- ☐ **Each loop flow meter reads against its balanced setting**
Every flow meter shows movement and sits near its recorded set point, no loop reading zero, meters not fogged or stuck. 2 photos required
- ☐ **Manifold vented clear of air**
Auto vent or manual vent bled until water runs clean, no gurgling in the loops, flow meters steady after venting. 1 photo required

Actuators and controls

- ☐ **Thermal actuators cycle open and closed on a zone call**
Actuator stem lifts on a call and drops on satisfaction, wiring landed and intact, no actuator stuck or buzzing. 1 photo required