Table 4: Annual Inspection Requirements/Checklist for Hirt VCS 100 Vapor Processor:

DATE OF TEST:

SERVICE COMPANY NAME	SERVICE COMPANY'S TELEPHONE
SERVICE TECHNICIAN	HIRT TECHNICIAN CERTIFICATION # (as applicable) ICC or DISTRICT TRAINING CERTIFICATION (as applicable)
STATION NAME	DISTRICT PERMIT #
STATION ADDRESS	CITY STATE ZIP

	Instructions: Perform each step and check each box after step is completed. File completed checklist with station's Maintenance Records.	
1.	Turn OFF electrical power to processor. **CAUTION:** The processor can be hot from operation. Use caution when removing Weather Cover, Shell, and raising Inner Stack; they are HOT!	☐
2.	Remove Weather Cover. Look inside stack and burner chamber to check for debris. Remove any debris.	☐
3.	Remove padlocks, if any, and remove Shell from processor.	☐
4.	Loosen stack bolt and raise Inner Stack. The pilot and igniter/sensor are now exposed. The internals should be checked for foreign material. Remove any foreign material.	☐
5.	Check igniter/sensor for carbon buildup. Replace Pilot Tip assembly if Excessive buildup. See instructions that come with replacement Pilot Tip for Installation details.	☐

ARB Approved IOM 3 – Quarterly and Annual Inspections – VR-203-N and VR-204-N