

PRE-STARTUP CHECKLIST

DATE : _____ QUOTE NUMBER : _____
 Y M D

CUSTOMER : _____ PROJECT : _____
 ADDRESS : _____ ADDRESS : _____

CONTACT: _____ CONTACT : _____

Electricians - please refer to local electrical regulations and supplied VFD & Motor User's Manual for proper installation practices, maximum wire sizes, tightening torques, and electrical warnings prior to installation.

NOTE : Our Startup service assumes all drives are available for startup in the same day. Extra trips (unless specified or quoted) due to drive NOT being ready will result in extra travel charges.

VARIABLE SPEED DRIVE TYPE

Please specify the quantity of customer units requested to be started

Drive Type						
System Type	Booster System	Chiller System	Boiler System	Heating/Cooling System	Large Cooling System	Oil System
QTY						

CHECK LIST

The following check list must be complete prior to Commissioning Engineer's on site. Please mark in appropriate box and add any comment necessary in space provided.

	Comments
<input type="checkbox"/> All nuts and bolts are done up to the required torque.	
<input type="checkbox"/> All components are aligned correctly and to the correct tolerance.	
<input type="checkbox"/> To check that the suction and discharge pipe work is accurately aligned to the flanges without any preload which could cause distortion of the system piping and lead to equipment failure.	
<input type="checkbox"/> Check shaft end play allowances as required by the manufacturer to ensure the correct running of the assembly is maintained. Failure to do so may result in equipment failure.	
<input type="checkbox"/> Check entire package assembly base securely anchored with foundation bolts of suitable size embedded in the concrete floor.	
<input type="checkbox"/> Check entire package assembly base grouted sufficiently substantial to absorb any vibration and to form a rigid support for the base plate.	
<input type="checkbox"/> Check entire package assembly base level and aligned with all connecting piping and fixtures.	
<input type="checkbox"/> Check and set the mechanical seal, as per the manufacturer's set up requirements, and ensure that the seal quench system is working.	
<input type="checkbox"/> Check that the bearing lubrication is completed as per the manufacturer's requirements.	
<input type="checkbox"/> Make sure that all guards and fittings are secure and in place.	
<input type="checkbox"/> Check and make sure that any commissioning screens have been removed from the delivery line, and that there is no debris or rubbish left in the line that could cause damage to the pump or equipment.	
<input type="checkbox"/> Make sure that adequate water is available to the system prior to start-up.	
<input type="checkbox"/> Entire system has been bled of all air.	
<input type="checkbox"/> Check that all electrical work has been completed and signed off by the appropriate people, making sure that there are no possible safety matters left.	
<input type="checkbox"/> Finally check the direction of rotation of the equipment by a simple bump of the button, to confirm the correct rotation.	
<input type="checkbox"/> Complete the commission check list, replace safety locks and notify the commissioning team that the equipment is ready for start-up.	
<input type="checkbox"/> Make sure the area is left safe and clean and remove any debris left in the area that may be a trip hazard in the act of an emergency.	

Equipment Ready for Startup confirmation

- I confirm that the above listed equipment will be ready for startup at the time and date agreed upon. All equipment is installed per pump, drive, and motor installation instructions and all local codes. I agree to coordinate the contractors to be present at time of start-up for on-site adjustments. I agree to notify Flo Fab 1 week prior to the agreed upon startup time and date of any changes to schedule. I accept any additional charges not covered by the service agreement for the startup contract.

Sign when complete :

Name

Signature

Company

Phone



FLO FAB

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OUR LOCATIONS

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