

	xxx - The Residences	Nasa Multiplex	
	<i>Client :- xxx Properties</i>	MEP Contractor	
Pre commissioning Check List for Fans		<u>Method Statement No.</u>	

<u>Location / Area :</u>			
S. No.	Activities / Items to be Inspected	Verification Sign off	
		Engineer	QC
1.	Check the installed fans for any damages and make good as required.		
2.	Check the installation as per approved drawings and manufacturer's instructions.		
3.	Ensure the method statement and test report formats are approved prior to testing and commissioning.		
4.	Check availability for access to all components for testing and balancing.		
5.	Check shipping bolts / clamps, if any, are removed		
6.	Check the provisions for anti-vibration as per approved drawings/details.		
7.	Check all nuts, bolts, screws etc., are tight and secure.		
8.	Check the duct connections are completed as approved.		
9.	Check the fan rotates freely by hand.		
10.	Check the direction of rotation, noise and vibration on initial startup.		
11.	Check the identification labels / tags are provided.		

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<u>Location / Area :</u>			
S. No.	Activities / Items to be Inspected	Verification Sign off	
		Engineer	QC
<u>Check Electrical Prior to Start-up</u>			
1	Check the cabling and wiring is completed as per approved drawings / manufacturer's instructions.		
2	Check the provision of grounding.		
3	Check all cables and wires have been terminated and tightened as required.		
4	Ensure incoming and outgoing cables have been tested. Verify test reports prior to energisation.		
5	Check the isolator is installed close to the fan for emergency shutdown and maintenance.		
6	Ensure all identification works are completed.		

<u>Comments / Remarks, if any</u>	
	For Nasa Multiplex
Signature	
Name	
Date	