

## Pre-Commissioning Check List

Contact Name: .....

Contact Number: .....

Site Address: .....

Requested date for site visit ..... **Minimum 5-7 working days notice required**

**Please sign below to confirm actions complete prior to attendance on site, return this to us by fax No. 0208 997 0199.**

**Commissioning cannot be carried out unless all boxes are ticked.**

- Rising main (discharge pipework) and gravity lines are connected to the tank
- Gravity drainage lines have been flushed through to remove any building debris
- Sump is clean of debris and dry (i.e not full of water)
- Cable ducts with draw wires are in place between the control panel location and the tank
- Control panel mounted prior to attendance for commissioning and has electrical supply connected
- Check the distance from control panel to bottom of sump (.....m long) **Please note:** Standard pumps and floats have 10 m cables. Additional cabling and junction boxes are the responsibility of the contractor, but can be supplied at extra cost. **Please discuss prior to visit.**
- Normal earthing is acceptable i.e. no earth spikes are required.
- A water supply to commission the pumping station and for run testing the pump station is available.
- Guild brackets, galvanised steel guide rails and internal discharge pipes are fixed into tank.
- Finished access opening size is correct to tank opening size to ensure pump can be installed correctly. Finished concrete slab opening should NOT be reduced in size to that of the tank opening otherwise pumps may not fit.
- Please check these items are still on site:** Pumps c/w guide claws fitted to discharge flange including boltsets + gaskets, Floats switches & lifting chains for lowering pumps into tank.

(Twin pump station = 2x Pumps 4x Floats or Single station 1x Pump 3x Floats)

**Should the above boxes be ticked and the works not carried out, there will be an extra charge for a return visit. If you are unsure the site is ready please discuss with our Office on 0208 991 6650 direct line.**

**Indicate as appropriate**

Please re-arrange to attend site on .....

Signed:

Client:

Position:

Date: