

Commissioning Checklist for air handling units

Unit and property

Order no	AHU designation
Object / Project name	AHU type - size
Installation Address	Customer Name
Customer contact person	Customer phone number

Commissioning regulations

Commissioning may only be carried out by skilled personnel and according to the following check lists and documentation provided. The validity of the product warranty is conditional on the system having been correctly commissioned.

The Commissioning record is applicable to units which is delivered with integrated controls Siemens Climatix.

Control measures

The air handling unit must not be put into operation until all the items in the check list have been checked off.

	Check:	OK	Note
1.	Visually inspect the unit for damage after transport and assembly/installation.	<input type="checkbox"/>	
2.	That the unit is properly set up, the service and back up distance is sufficient and that the accompanying materials are removed from the unit.	<input type="checkbox"/>	
3.	That water-borne heating / cooling coils are connected and fluid flow exists and is adjusted.	<input type="checkbox"/>	
4.	If applicable, that the drain connections / water trap (condensate drain) is connected to the sewer, and that there is no reverse slope on the drain line.	<input type="checkbox"/>	
5.	Incoming control cable is connected to the correct terminals.	<input type="checkbox"/>	
6.	That loose delivered / additional components (e.g. sensors, detectors, timers) are mounted and connected to the correct terminals.	<input type="checkbox"/>	
7.	For units with pressure control: the hoses are connected in channel.	<input type="checkbox"/>	
8.	The incoming supply voltage, neutral and earth are connected.	<input type="checkbox"/>	

Commissioning

Air handling functions should be checked as follows.

		OK	Note
1.	Check that no error messages are displayed, address any errors.	<input type="checkbox"/>	
2.	Start the air handling unit (supply and extract air fans).	<input type="checkbox"/>	
3.	Check that there are supply and extract air flows and that they have been adjusted and recorded.	<input type="checkbox"/>	
4.	Test all control functions according to the air handling unit's functional description.	<input type="checkbox"/>	
5.	Set the AHU's operating times in the internal time switch program.	<input type="checkbox"/>	
6.	If necessary, adjust the values in the control equipment. The original values/parameters are listed in a separate protocol.	<input type="checkbox"/>	
7.	Save commissioning settings to the controller and to a memory card: Controller: Login with 2000 => Mainmenu => System overview => Save / restore => Par.service save => Execute. Memory card: Insert an SD card => Login with 2000 => Main Menu => System overview => Save / restore => Config.save SD => Execute. Tip! Also transfer / save settings from the memory card to a computer / folder for possible future usage.	<input type="checkbox"/>	

Setpoints and settings

Main setpoint (Comfort htg stpt)	Comment
Time switch program (operating times)	Comment
Additional	Comment

Other comments and remarks

Signature

Commissioned date	Commissioned by (name/signature)
Commissioned by (company/region)	Clarification of signature