

### Plantroom pre-commissioning visit report

Prior to a commissioning visit from a Kensa Commissioning Engineer it is important that the following check list is completed.

This is vital to ensure that the visit is not wasted and that a repeat chargeable visit is required. Please complete the following and return to Kensa Engineering via fax 01872 862440 or email [info@kensaengineering.com](mailto:info@kensaengineering.com).

For clarification of any points please contact Kensa Technical on 01872862140.

- Have the ground arrays been filled and purged of all the air? Yes / No
- Has 20% glycol antifreeze been added to the ground arrays and the freeze point tested? Yes / No
- Has at least the minimum ground array flow rate been achieved? As per the installation and commissioning manual? Yes / No
- Has the distribution system been filled and purged of all the air? Yes / No
- If the heat pump is configured for cooling, has 20% glycol antifreeze been added to the distribution system and the freeze point tested? Yes / No
- Has at least the minimum distribution system flow rate been achieved as per the installation and commissioning manual? Yes / No
- Has a suitable power supply been connected to the heat pump through a local isolator as per the installation and commissioning manual? Yes / No
- Has the building control system been connected to the heat pump and will a BMS engineer be present on the day of commissioning? Yes / No
- Does the ground array pump run? Yes / No
- Does the distribution system pump run? Yes / No
- Is there any other reason why the heat pump should not be run? Yes / No
- Has the orientation of phases been checked for the power supply to the heat pump? Yes / No
- Has an interlock controlled by the BMS been fitted to avoid the heat pump from running when there is no flow? Yes / No