



## Engine Generators Pre-Functional Checklist

Equipment ID	[Equipment ID]
Building	[Building]
Location	[Room]

### Statement of Readiness

The above equipment and/or systems integral to them are complete and ready for functional testing, except as noted. None of the outstanding items preclude safe and reliable functional tests being performed. This checklist does not take the place of the manufacturer's recommended checkout and startup procedures or report.

### Responsible Contractor Sign Here

CONTRACTOR	PRINTED NAME	SIGNATURE	DATE
General Contractor (GC)			
Mechanical Contractor (MC)			
Electrical Contractor (EC)			
TAB Contractor (TAB)			
Controls Contractor (CC)			

This statement of readiness has been received by the Commissioning Agent on \_\_\_\_\_ and will be incorporated as part of the final commissioning report.

### Equipment Information

Make		Model Number			
Serial Number		NEMA Enclosure		KVA	
Volts/Phase		AMPS		KW	
Service Area					
Notes:					



## System Readiness Checklist

Yes = Checked and Completed, N/A = Not Applicable

General Installation					
Description	Yes	N/A	Initials	Date	Comments
As-Built drawings complete.	<input type="checkbox"/>	<input type="checkbox"/>			
Equipment shop drawings available.	<input type="checkbox"/>	<input type="checkbox"/>			
Operation and Maintenance manuals available.	<input type="checkbox"/>	<input type="checkbox"/>			
Installation and startup manual available.	<input type="checkbox"/>	<input type="checkbox"/>			
Equipment warranty information completed and provided in O&M Manual.	<input type="checkbox"/>	<input type="checkbox"/>			
Verify receipt and acceptance of manufacturer's factory test reports.	<input type="checkbox"/>	<input type="checkbox"/>			
Doors to generator room installed.	<input type="checkbox"/>	<input type="checkbox"/>			
Locks or temporary security measures installed & operational. Room can be secured.	<input type="checkbox"/>	<input type="checkbox"/>			
Generator room clear of storage, temporary equipment, etc.	<input type="checkbox"/>	<input type="checkbox"/>			
Permanent lighting or 30 foot candle temporary lighting in service.	<input type="checkbox"/>	<input type="checkbox"/>			
Egress routes from generator room are unobstructed.	<input type="checkbox"/>	<input type="checkbox"/>			
Generator room & equipment clean of construction debris and dust, and are dry.	<input type="checkbox"/>	<input type="checkbox"/>			
Working clearances meet NEC and contract documents.	<input type="checkbox"/>	<input type="checkbox"/>			
Equipment has been installed on a level housekeeping pad.	<input type="checkbox"/>	<input type="checkbox"/>			
Equipment anchored per manufacturer's instruction.	<input type="checkbox"/>	<input type="checkbox"/>			
Warning signs installed per shop drawings and contract documents.	<input type="checkbox"/>	<input type="checkbox"/>			
All shipped-loose components installed.	<input type="checkbox"/>	<input type="checkbox"/>			
Electrical room grounding system complete.	<input type="checkbox"/>	<input type="checkbox"/>			
Ground bus (es) have been installed and terminated to ground grid system.	<input type="checkbox"/>	<input type="checkbox"/>			
Generator neutral bus is not solidly grounded by factory-installed bonding jumper as specified for a four-pole system.	<input type="checkbox"/>	<input type="checkbox"/>			
Generator frame and enclosure bonded to ground.	<input type="checkbox"/>	<input type="checkbox"/>			
All wiring installed properly with correct bend radius and no insulation damage.	<input type="checkbox"/>	<input type="checkbox"/>			
All power conductors have been braced/tied per manufacturer's installation instructions.	<input type="checkbox"/>	<input type="checkbox"/>			
All piping, electrical, and control connections between skid-mounted devices and non-skid-mounted devices made with flexible connections (pipe, conduit, etc.).	<input type="checkbox"/>	<input type="checkbox"/>			
All bolted electrical connections have been tightened to their proper torque values.	<input type="checkbox"/>	<input type="checkbox"/>			



General Installation					
Description	Yes	N/A	Initials	Date	Comments
Manufacturer's field service personnel have completed preliminary checkout and startup.	<input type="checkbox"/>	<input type="checkbox"/>			
Engine lube oil system is fully operational and free of leaks.	<input type="checkbox"/>	<input type="checkbox"/>			
Engine coolant system is fully operational and free of leaks.	<input type="checkbox"/>	<input type="checkbox"/>			
Engine fuel supply system is fully operational and free of leaks.	<input type="checkbox"/>	<input type="checkbox"/>			
Fuel supply system tank is full and ready for operation.	<input type="checkbox"/>	<input type="checkbox"/>			
Engine exhaust is fully operational and free of leaks.	<input type="checkbox"/>	<input type="checkbox"/>			
Engine exhaust has rain cap installed at exterior outlet.	<input type="checkbox"/>	<input type="checkbox"/>			
Engine exhaust has condensate drain installed at silencer.	<input type="checkbox"/>	<input type="checkbox"/>			
Engine exhaust has expansion fitting installed in exhaust piping to account for expansion.	<input type="checkbox"/>	<input type="checkbox"/>			
Engine exhaust system, silencer and pipe, are fully insulated.	<input type="checkbox"/>	<input type="checkbox"/>			
Intake air and discharge air dampers functional.	<input type="checkbox"/>	<input type="checkbox"/>			
Batteries are fully charged and in service.	<input type="checkbox"/>	<input type="checkbox"/>			
Battery charger electrically connected to power source and control wiring connections to generator control panel completed.	<input type="checkbox"/>	<input type="checkbox"/>			
Generator remote annunciation panel is remotely installed, electrically connected and fully operational.	<input type="checkbox"/>	<input type="checkbox"/>			
Generator remote E-stop is remotely installed, electrically connected and fully operational.	<input type="checkbox"/>	<input type="checkbox"/>			
Generator control wiring to switchgear installed, electrically connected, and operational with control wiring installed in separate conduit per manufacturer's recommendations.	<input type="checkbox"/>	<input type="checkbox"/>			
Generator control wiring to building management control panel is installed, electrically connected and fully operational.	<input type="checkbox"/>	<input type="checkbox"/>			
All contacts, devices, etc. for interface with SCADA-system are installed, functional and wired to terminal strips for connection of field wiring.	<input type="checkbox"/>	<input type="checkbox"/>			
Remote annunciator panel is installed, electrically connected and operational.	<input type="checkbox"/>	<input type="checkbox"/>			
All circuit breaker protecting devices have been set and recorded per the protective device coordination study.	<input type="checkbox"/>	<input type="checkbox"/>			
Metering current transformer ratio and accuracy class matches drawings/specs.	<input type="checkbox"/>	<input type="checkbox"/>			
Metering potential transformer ratio and accuracy class matches drawings/specs.	<input type="checkbox"/>	<input type="checkbox"/>			
Metering wiring phase and polarity matches meter	<input type="checkbox"/>	<input type="checkbox"/>			



General Installation					
Description	Yes	N/A	Initials	Date	Comments
instruction manual wiring diagrams.	<input type="checkbox"/>	<input type="checkbox"/>			
Utility power is available and connected for system operation.	<input type="checkbox"/>	<input type="checkbox"/>			
All sensors have been installed and calibrated according to manufacturing and design specification.	<input type="checkbox"/>	<input type="checkbox"/>			
All status and alarm indicators are installed and functioning properly.	<input type="checkbox"/>	<input type="checkbox"/>			
All field and interconnecting wiring is completed and labeled at each end with visible and readable tags. (Printed markings on the conductors are NOT acceptable.).	<input type="checkbox"/>	<input type="checkbox"/>			
Field landed control wiring terminations are made using ring connectors NOT fork connectors.	<input type="checkbox"/>	<input type="checkbox"/>			
All manufacturing factory and field start-up tests attached to this SRC.	<input type="checkbox"/>	<input type="checkbox"/>			
Testing agency has been scheduled to perform the test and the commissioning agent has been notified of the testing date.	<input type="checkbox"/>	<input type="checkbox"/>			
Test equipment requirements have been reviewed with the testing agency.	<input type="checkbox"/>	<input type="checkbox"/>			
Power available for test equipment.	<input type="checkbox"/>	<input type="checkbox"/>			
Installation is complete and ready for verification testing.	<input type="checkbox"/>	<input type="checkbox"/>			
Training plan approved.	<input type="checkbox"/>	<input type="checkbox"/>			
Training sessions of owner training completed / acceptance granted / training materials submitted to Commissioning Agent.	<input type="checkbox"/>	<input type="checkbox"/>			
All specified tools, equipment & spare parts are on site.	<input type="checkbox"/>	<input type="checkbox"/>			
Notes:					

Additional Comments: