

# Kingspan Commercial Treatment Plant

## PRE-COMMISSIONING CHECK LIST

It is important and part of planning/building regulation that you have your wastewater treatment equipment installed correctly and accompanied by a commissioning certificate.

Date: \_\_\_\_\_ Product code: \_\_\_\_\_ Delivery date or order number: \_\_\_\_\_  
 Site Contact Name: \_\_\_\_\_ Site Contact Number: \_\_\_\_\_  
 Site Contact Email: \_\_\_\_\_  
 Site Address: \_\_\_\_\_  
 Postcode: \_\_\_\_\_ Eircode: \_\_\_\_\_ What3Words: \_\_\_\_\_

### Please provide the new owner's details below:

Customer Name: \_\_\_\_\_ Customer Contact Number: \_\_\_\_\_  
 Customer Email: \_\_\_\_\_

#### Standard Commissioning

This requires that the unit has been installed by the main contractor in line with the provided installation guidelines.

##### Including the following:

- Tank installed flat and level with a safe working area around the perimeter (minimum 1m).
- All incoming and outgoing pipework has been connected.
- Control panel has been fixed in a secure position within the blower housing kiosk with a live mains supply connected.
- 110mm Cable Ducts are installed and fitted with a draw cord.
- Airlines are installed between Treatment plant and blower housing.
- Blowers are fitted with adequate supply cable (if applicable).
- Media is installed into the Biozones.
- Ventilation pipes are connected, rise and exhaust away from the plant  
(vent pipe should be a minimum of 2 metres above ground level).

##### The following will then be carried out by a Kingspan Service Engineer:

- Check plant is level, 5mm tolerance.
- Confirm the ground around the plant is level, flat and that the covers are securely fastened.
- Confirm the panel has been mounted correctly.
- Connect the multi-plug connector to the panel and ensure it is secure.
- Check the air blower is secure and inlet filter fitted.
- Make the final electrical connections to the blower.
- Make sure there is adequate clean air supply into the kiosk.
- Within the tank check all electrical connections to the internal junction box .
- Connect all airlines and set the valves.
- Make sure BioZones have adequate air supply and even distribution is taking place.
- Set the flow for the final feed airlift.
- Check and test the internal Sludge return pump.
- Check and test the internal recirculation pump.
- Test and set any alarms supplied with the unit. (PPFDS, High level float).

On completion a report will be issued highlighting any faults/recommendations. A commissioning certificate will be issued if all is in order. Having completed the above please sign and return to [commissioning@kingspan.com](mailto:commissioning@kingspan.com)  
 For further information please contact: UK Tel: 0333 240 6868 | IRL Tel: 0818 543 500

# Kingspan Commercial Treatment Plant

## COMMISSIONING DETAILS

Having agreed to a Kingspan commissioning it is important that the unit is ready for our engineer and to prevent any additional charges, please complete the following pre-commissioning check list.

Please note commissioning visit can take up to 10 working days on receipt of your completed commissioning checklist.

|  |   |     |         |
|--|---|-----|---------|
| <b>General</b>   | 1. Has the unit been installed as per our installation and operational guidelines?  | Yes | No      |
|  | 2. Has vents been installed as per local building regulations?<br><i>(If you are unsure please speak to your local council about building regulation around venting of your system and please be aware regulation in England/Scotland/Wales/N.Ireland and Ireland may differ )</i>  | Yes | No      |
|  | 3. Has the treatment plant access been extended higher than supplied?   | Yes | No      |
|  | 4. If Yes, how many metres?*  |     | metres  |
|  | <i>NOTE – If chamber has been extended then the visit may require confine space entry resulting in additional charges</i>   |     |         |
|  | 5. Has the inlet/outlet connections been made and sealed?   | Yes | No      |
|  | 6. Has pre-commissioning photos been attached of unit installation and panels?  | Yes | No      |
|  | 7. Is the water level up to the outlet?   | Yes | No      |
|  | 8. Is the tank free from rubble/building material?  | Yes | No      |
|  | 9. How far is the panel located from the unit?<br><i>*Please include the duct routes</i>  |     | metres  |
|  | 10. Has cables been installed from panel kiosk to unit for motor/pump and alarms?   | Yes | No      |
|  | 11. Has 110mm ducting along with draw strings been installed between tank and kiosk?  | Yes | No      |
|  | 12. Have the airlines been installed between kiosk and treatment plant?<br><i>(Only applicable for aeration Systems )</i>   | Yes | No      |
|  | 13. Has the panel/isolator been mounted securely and connected to mains power supply and made live? <i>(If NO then the visit will be aborted and a revisit will be full chargeable)</i>   | Yes | No      |
|  | 14. Have you located your blowers inside the Kiosk? <i>(Only applicable for aeration systems )</i>  | Yes | No      |
| 15. Pre-commissioning photos are mandatory prior to commissioning of unit installation and panels. Please confirm these have been provided.<br><i>If answer is No please be advised this may delay you checklist being reviewed and passed to our scheduling department.</i> | Yes   | No  |         |
| <b>Special Site Requirements</b>   | <b>Is a site safety induction required?</b>   | Yes | No      |
|  | <b>How long is site induction? (if applicable)</b><br><i>Answer in minutes and add NOTE Standard commission including up to 15 minutes induction. Anything over 15 minutes you will need to advise our office and additional costs will be charged.</i>   |     | minutes |
|  | <b>Is access to the plant restricted? i.e. Under decking cover slabs etc.</b>   | Yes | No      |
|  | <b>Do you require a risk assessment or method statement for the commissioning visit?</b><br><i>If Yes please provide details of all documents required prior to the engineers visits including contact email and number for these to be forwarded if different from the contact number and email provided at top of checklist. - Office holds i.e Confine Space Pass etc.</i> | Yes | No      |
|  | <b>Any other site specific requirements please state here:</b>  |     |         |

On completion we will provide a site specific commissioning certificate.

If any of the above is not in place at the time our engineer is on site, or should any additional works outside the listed commissioning details be required (as per the scope of works), this may be subject to further charges.

Signed:

Position:

Date

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