



Vertical Turbine

Recommended Commissioning Procedure*

Date of Commissioning: _____

SITE TAG #: _____

Pump Manufacturer: _____

Model: _____

Pump Serial #: _____

Installation & Pre- Start Check

ITEM		CHECKED BY	COMPLETED	DATE	INITIALS
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NOTE SITE SAFETY PROCEDURES TO BE FOLLOWED - NO EXCEPTIONS

MANUFACTURER'S SAFETY CONCERNS SUPPLEMENT SITE SAFETY PROCEDURES

1 *Review all applicable Manufacturer's I.O.M. Manuals prior to startup date

Examples - Pump, Motor, Mechanical Seals, Strainers, API Flush Plans

1.a DO NOT PROCEED PAST ITEM 1 if recommended Manuals have not been reviewed & review has not been signed off

1.b Review signed off ?

2 ENSURE all of the manufacturer's operational and safety concerns are discussed with all parties

3 Complete recording of model & serial numbers for the assembly components on site

Pump, Motor, Coupling, Mechanical Seal, Flush Plan components, Strainer, Sensors, Gauges

4 Check - system flushed? Date flushed - Operational since system flush date? - RECORD DATA

5 Record alignment settings of pump assembly on foundation

6 Flush Plan - Check installation of components to ensure proper operation

Check pressure switch installation - record information

Recheck fitting connections on Flush Plan components

7 Physical check - ONLY IF DETERMINED SAFE BY SITE SAFETY PROCEDURES

strainer connection & drain fittings engaged

8 Physical check - ONLY IF DETERMINED SAFE BY SITE SAFETY PROCEDURES

Check strainer screen inside - for contaminants, particulates - record manually or electronically

9 Drain & flush strainer if contaminants / particulates not acceptable for startup conditions

10 Discharge pressure gauge / pressure measurement device on system - record

11 Suction pressure gauge / pressure measurement device on system - record

12 Relief valve in discharge piping - Recommended

13 Relief valve setting available - record setting

14 MOTOR Supply - Check line voltage supply to motor

15 MOTOR - Record line voltage supply - Compare against motor nameplate

16 MOTOR - Check motor nameplate for rotation

17 COUPLING - Disengage between pump & motor

18 Bump motor for rotation

Check pump rotation located on pump nameplate

19 Rotate pump - 4 to 5 times rotation - Do not damage pump shaft

20 MECHANICAL SEAL - Install mechanical seal

21 SPACER COUPLING - Install Coupling - Check & Adjust driver & driven coupling halves as required

Connect coupling between pump & motor & recheck alignment - Install Coupling Bolts -

- Lift the rotor / impellers to recommended setting- minimum lateral setting should be 0.19"

22 MECHANICAL SEAL -Tighten set screws

23 MECHANICAL SEAL - REMOVE SPACER CLIPS

24 Reconnect Flush Plan piping

25 Check suction pipe to pump - Valves operational

24 Check discharge pipe from pump - Valves operational

Startup / Commissioning

Checked

Completed

Date

Initials

DO NOT CONTINUE TO NEXT STEP IF PUMP IS DRY

1 ONLY IF DETERMINED SAFE BY SITE SAFETY PROCEDURES - Check for fluid in system & Pump -

2 No fluid then Prime pump with fluid

3 Re-check pump suction - Valves open

4 Re-check pump suction - fluid in pump

5 Re-check pump discharge - Valves open

6 Start Pump - Check pump rpm - Record data

7 Check pump suction pressure gauge / pressure measurement device

8 Check pump discharge pressure gauge / pressure measurement device

9 Check motor amperage against nameplate value - do not exceed motor nameplate

10 Check mechanical seal for leakage or high vibration

Immediate shutdown if external leakage or unacceptable vibration detected

11 Check flush Plan piping for leakage

Immediate shutdown if external leakage detected

10 Record motor amperage

11 Check pump rpm - Record data

12 Record suction pressure and discharge pressure values

13 Check pump rpm - Record data

14 Check pump and motor manufacturers' I.O.M. Manuals for improper performance

15 Re Check alignment - record data

16 COMMISSIONING ACCEPTED:

Customer Representative:

Manufacturer Representative:

Sales / Service Representative:

17 Comments:

ATTENDEES:

Manufacturer Rep.:

Pump

Motor

Mechanical Seal / API Flush Plan

Coupling:

Customer:

Company:

Location:

Rep. Name & Telephone#:

Sales / Service Rep.:

Company:

Location:

Rep. Name & Telephone#: