

Air-Conditioning and Ventilation Systems Commissioning

Project: _____ Address: _____
 Owner: _____ Email/Phone: _____
 Owner's Project Manager: _____ Email/Phone: _____
 Cx Provider: _____ Email/Phone: _____
 Date Initiated: _____ Date Revised: _____

Item	Equipment/System	System Commissioning Required— Y/N	% to be Commissioned	Integrated System Commissioning Required— Y/N	Commissioning Completed— Date
1.	Instrumentation and control for HVAC				
2.	HVAC controls calibration				
3.	Unitary and packaged HVAC equipment				
4.	Air handler operation—chilled water and direct expansion				
5.	HVAC air distribution				
6.	Air terminal units				
7.	Air outlets and inlets				
8.	Test, adjust, and balance of systems				
9.	Computer room air-conditioning units and dry coolers				
10.	Variable refrigerant flow systems				
11.	Building pressurization				
12.	Supply and exhaust fans				
13.	Humidity control equipment				
14.	Convection heating and cooling units				
15.	Radiant heating units				
16.	Central heating equipment—breechings, chimneys, and stacks				
17.	Fuel-fired heaters/boilers				
18.	Furnaces				
19.	Heat exchangers				
20.	Heating boilers and feed water equipment				
22.	Solar energy heating equipment				
23.	Central cooling equipment				
24.	Cooling towers and water treatment				
25.	Packaged water chillers				
26.	Thermal storage				

Air-Conditioning and Ventilation Systems Commissioning (Continued)

Item	Equipment/System	System Commissioning Required— Y/N and Percent to be Commissioned	Integrated System Commissioning Required— Y/N	Commissioning Completed— Date
27.	Underfloor air distribution			
28.	HVAC air cleaning devices— particulate air filtration			
29.	Electronic air cleaners			
30.	Gas-phase air filtration			
31.	Special exhaust systems			
32.	Ventilation hoods			
33.	HVAC piping and pumps, hydronic piping and pumps			
34.	HVAC water treatment			
35.	Refrigerant piping			
36.	Steam and condensate piping and pumps			

The approval section that follows can be used if applicable to the planning process. Approval can be granted by the Owner/representative, Design Team, or CxP depending on the Owner's requirements.

I have reviewed the required items and plans and verified that they meet the project requirements:
 Owner or Owner's Representative Name: _____
 Company Name: _____
 Signature: _____ Date: _____