



Pre-commissioning Checklist

Information to be provided to the commissioning engineer prior to commissioning of the system.

SITE ADDRESS / DETAILS:		ENGINEER:		
		COMPANY:		
		CONTACT DETAILS:		
		DATE:		
ITEM	DESCRIPTION	YES	NO	N/A
1	Installation			
1.1	Are all emergency control gears manufactured by Mackwell Ltd. (or its affiliated companies or partners)?			
1.2	Are all emergency luminaires / exit signs installed to the relevant requirements, standards and codes of practice for emergency lighting installations (e.g. EN 1838, BS 5266-1)?			
1.3	Are all emergency luminaires / exit signs powered from the unswitched mains supply?			
1.4	Do all emergency luminaires / exit signs have batteries connected and are charging or are fully charged (flashing or steady green LED indication)?			
1.5	Are all emergency luminaires / exit signs connected to an N-light control panel DALI loop?			
1.6	Does the specification of DALI cable meet the requirements for mains rated cable?			
1.7	Maximum length of any single DALI loop < 300m?			
1.8	Does the specification of DALI cable meet the following conductor cross-sectional area? 0.5mm ² for line length < 100m 0.75mm ² for line length < 150m 1.0mm ² for line length < 200m 1.5mm ² for line length < 300m			

ITEM	DESCRIPTION	YES	NO	N/A
1.9	Is measured voltage drop <2V between farthest communicating devices on each DALI line?			
1.10	Maximum of 64 devices per DALI loop?			
2	Identification of Emergency Luminaires / Exit Signs			
2.1	Is there a copy of the building plan available to the commissioning engineer showing the position of all emergency luminaires / exit signs?			
2.2	Have all emergency devices had their GTIN / serial number and location name recorded on the building plan or device location record sheet?			
2.3	In case of "NO" to item 2.2, are GTIN / serial number labels attached to an external visible surface of the luminaire / exit sign?			
3	Test Schedule and Grouping Information			
	<i>Important Note: the following information should be determined and agreed between the building owner / occupier and responsible maintenance engineer. Groupings and test schedules should be configured to be compliant with the relevant requirements for automatic testing of emergency lighting systems (e.g. to ensure that adjacent emergency luminaires do not enter test or re-charge periods at the same time).</i>			
3.2	Have emergency luminaires / exit signs been planned into a grouping scheme suitable for the application of automatically scheduled testing?			
3.3	Has a testing schedule for the groups been defined and agreed with the building owner / occupier?			