**Inspection Checklist – Electrical Fit Off**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Contractor:** |  | | | |  | **IC-E No.** | | |  | |
| **MSSB No:** |  | | | |  | | | |  | |
| Installation generally in accordance with the Mechanical Services Specification | | | | | | | | | | |
| **Item - Activity** | | | | **Acceptable** | | | | | | **Comment** |
|  | **Yes** | | **No** | | |
| MSSB installed in correct location and seismically restrained | | | |  |  | |  | | |  |
| Dampers installed and stroked – As Per Damper/Fire Matrix | | | |  |  | |  | | |  |
| Field Equipment Terminated with cable entry points secure | | | |  |  | |  | | |  |
| Isolator Installed & Labelled | | | |  |  | |  | | |  |
| Are all the EDH’s installed in their correct locations? | | | |  |  | |  | | |  |
| Are all the EDH’s accessible for commissioning and maintenance? | | | |  |  | |  | | |  |
| Are all the HPT’s fitted in the top third of the EDH | | | |  |  | |  | | |  |
| If the heater is installed in a vertical duct with downward airflow (this is not preferred due to the location of the HPT switch), is a HPT installed above the heater? | | | |  |  | |  | | |  |
| MSSB Terminated | | | |  |  | |  | | |  |
| Labels Fitted | | | |  |  | |  | | |  |
| MSSB clean and tidy | | | |  |  | |  | | |  |
| Dead test results uploaded / attached to ITC | | | |  |  | |  | | |  |
| **Inspected by:** | | *Sub-Contractor’s Site Foreman* |  | | | | | Date | |  |
| **Inspected by:** | | *DPA Site Foreman* | Adam Simons | | | | | Date | | 27/02/24 |
| **Comments** | | | | | | If an NCR is raised - # | | | | |
|  | | | | | | Date Closed | | | | |
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| **READY FOR HANDOVER TO COMMISSIONING** | | | | | | | | | | |

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| **Received by:** | | *DPA Project Manager* | | Date: |
| **Authorised By** | **Site Foreman / Mgr** | | **Client** | **Project Manager** |
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