7.1 Commissioning

The Basic Commissioning aims to ensure that the building performs as designed to protect occupant health , provide comfort and ongoing building efficiency. An independent commissioning agent, reporting to the project owner, with at least 2 years commissioning experience, should be engaged as part of the project design team throughout the design stages.

The commissioning process must cover, at a minimum, the following systems:

- Heating, ventilation, air conditioning, refrigeration
- On-site energy generation (including co-generation)
- Building Management System
- Lighting and lighting controls
- Domestic hot and cold water systems
- On-site water treatment systems including swimming pools (if applicable)
- Automated control features such as blinds

Within the building log book the following sections would be normally expected:

- Annual review & updates to the log book
- Purpose & responsibilities
- Links to other key documents
- Main contacts
- Commissioning, handover & compliance
- Overall building design
- Summary of areas / occupancy
- Summary of main MEP plant
- Overview of controls / BEMs
- Builder user information (requirement dependent on building typology)
- Metering, monitoring & targeting strategy
- Building performance records
- Summary of maintenance requirements
- Major alterations
- Results of in-use investigations (requirement dependent on building typology)
- Appendices – All relevant certificates / tests (requirement dependent on building typology).

A commissioning plan should include the following

- Commissioning program overview
- List of systems and assemblies included in commissioning process and activities
- Commissioning team and responsibilities
- Management , communication and reporting of commissioning process
- Overview of commissioning process activities through the design including:
  - Design and construction document review
  - Basis of Design review
  - Owner's project requirements
  - Submittals documentation and process
  - Functional performance test development and implementation