Lighting and Lighting Control Construction Checklist

Project:	

Date:	
Building:	
Location:	

Submittal / Approvals

Submittal. The above equipment and systems integral to them are complete and ready for functional testing. The checklist items are complete and have been checked off <u>only by parties having direct knowledge of the event</u>, as marked below, respective to each responsible contractor. This construction checklist is submitted for approval, subject to an attached list of outstanding items yet to be completed. A Statement of Correction will be submitted upon completion of any outstanding areas. None of the outstanding items preclude safe and reliable functional tests being performed. **___ List attached.**

Electrical Contractor	Date	Controls Contractor	Date
		General Contractor	Date

Construction checklist items are to be completed as part of startup & initial checkout, preparatory to performing test procedures.

- This checklist does not take the place of the manufacturer's recommended checkout and startup procedures or report.
- Contractors assigned responsibility for sections of the checklist shall be responsible to see that checklist items by their subcontractors are completed and checked off.

Approvals. This filled-out checklist has been reviewed. Its completion is approved with the exceptions noted below.

Project Engineer	Date	Owner's Representative	Date

Associated Checklists					
Panels	☐	**Other**	☐	**Other**	☐
Comments:					

Requested documentation submitted	Rec'd	Comments
Manufacturer's cut sheets	☐	
Installation and startup manual and plan	☐	
O&M manuals	☐	
Factory Test Results	☐	
Sequences and control strategies	☐	
Warranty Certificate	☐	
Comments:		

Installation Checks			
Check if Acceptable; Provide comment if unacceptable		**NA**	**Comment**
Lighting			
Devices installed per manufacturer's instructions and specifications	☐	☐	
Devices installed agrees with shop drawings and specifications	☐	☐	
Verify mounting, location and clearances are per plans and specifications	☐	☐	
Lighting control system installed per plans, specifications and manufacturer's recommendations	☐	☐	
Switches, dimmers and occupancy sensors installed at correct height and have correct cover / escutcheon plate	☐	☐	
All zone circuits and inputs are correctly wired, circuits labeled	☐	☐	
Communications interconnection / interface is connected	☐	☐	

Operational Checks			
Check if Acceptable; Provide comment if unacceptable		**NA**	**Comment**
Specified sequences of operation and operating schedules have been provided with all variations documented	☐	☐	
Specified point-to-point checks have been completed and documentation record submitted for this system	☐	☐	
Occupancy sensors – sensitivity settings are correct.	☐	☐	
Occupancy sensors – Aiming is correct to function per plans.	☐	☐	
Occupancy sensors – auto on/manual on and auto off settings are per plans. Auto off time delay setting is per plans.	☐	☐	
Daylight Harvesting photocells – dimming/switching occurs at ambient light level per plans.			
Daylight Harvesting photocells – verify correct deadband operation and time delay function.			

Comments: