



## Field Commissioning Checklist (PAGE 1)

**Please fax completed form to Legacy Chiller Systems at 240-214-8303 as soon as possible. Complete one form for each system being started. Note: This work should only be performed by a qualified service technician who is familiar with such equipment.**

Start up date:	Arrival time:
Technicians Name:	Completion time:
Checked in at site with:	Legacy billing PO# if applicable:
Full address of installation site:	

<b>Power OFF system checks</b>	
1. Unit Model:	
2. Unit Serial:	
4. Condenser air clearance (TOP):	Feet: ____, Inches: ____, Open: _____
5. Condenser air clearance (SIDE):	Feet: ____, Inches: ____, Open: _____
6. Service access clearance (avg. all sides):	Feet: ____, Inches: ____, Open: _____
7. Chiller disconnect fuses (check):	Proper size: _____, Tight: _____
8. Chiller main block fuses (check):	Proper size: _____, Tight: _____
9. Check ALL electrical connections (check):	In place: _____, Tight: _____
10. Check water connections to chiller (check):	In place: _____, Tight: _____
11. Check condenser fan mounting brackets (check):	In place: _____, Tight: _____
<b>Power ON <u>compressor OFF</u></b>	
1. Main power supply voltage and phase:	Volts: _____, Phase: _____
2. Main system pump rotation & RLA:	Rot.OK: __ Rot.Not Ok: __ RLA _____
3. Tank pump rotation & RLA:	Rot OK: __ Rot Not ok: __ RLA: _____
4. Signs of fluid leakage inside the chiller:	

\*\*\*\*\* Important \*\*\*\*\*

**A. Micro-Processor:** Prior to turning power on to the chiller, remove the dust cover from the back of the micro-processor controller and tighten ALL wire connections. Make sure to use a flat blade control screw driver that is of the correct size and DO NOT over tighten. When done replace the dust cover before commissioning. Once power is turned on to the chiller you will see SIX RED DOTS. In order to start chiller the power button (upper-right) must be held down firmly for 3-5 seconds.

**B. Pumps (Lack of fluid):** DO NOT TURN THE CHILLER ON UNTIL THE CHILLER IS FULL OF FLUID. When the micro-processor is turned tank re-circulation pumps (PACT models only) will automatically start. Running ANY pump with limited fluid supply WILL cause damage to pumps seals.

**C. Pumps (Rotation):** Once fluid levels are confirmed, pump rotation must be confirmed. Failure to confirm pump rotation WILL result in pump damage.



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<b>Power on <u>compressor OFF</u> (cont..)</b>	
5. With system pump on and running for 30 minutes, clean tank recirc strainer on tank model chillers.	Checked: _____ Clean: _____
6. Bleed air from high side of the pump pressure differential switch.	Air bleed complete: _____
7. Check pump motor overloads to make sure they are factory preset for ratings on pump motors.	Checked: _____
8. If so equipped, check settings on condenser fan speed control and voltage monitor. See Knowledgebase for details on proper settings. Use search term "Variable condenser fan"	Checked: _____
9. Check micro processor programming. See page 3-5 of this booklet.	
<b>Power on <u>compressor ON</u>&gt;</b>	
1. Ambient temperature:	DEG(F):_____ or DEG(C):_____
2. What is current freeze point of fluid?	DEG(F):_____ or DEG(C):_____
3. Compressor head pressure:	CKT1(Psi):_____, CKT2(Psi):_____
4. Compressor Suction pressure:	CKT1(Psi):_____, CKT2(Psi):_____
5. Super heat reading:	CKT1(F):_____, CKT2(F):_____
6. Compressor RLA:	COMP1: _____ COMP2:_____
7. Supply voltage on each leg:	L1:_____ L2:_____ L3:_____
8. Visual check of refer pipe connections for signs of leaks (check one):	Found:_____, None found:_____ Make location of any leaks on right>
9. Checked refer service caps for tightness:	All tight:_____, Tightened:_____
10. Condenser fan rotation & RLA:	Rot.OK:___ Rot.Not Ok:___ RLA: _____
11. Tank temperature control set point	Degrees F:_____ .

\*\*\*\*\* Important \*\*\*\*\*

After bleeding air from the high side of the pressure differential switch, (number #6 left) calibration must be checked. When barrel or tank recirculation pump is stopped, the micro-processor should indicate "Low-Flo" immediately. When pump is restarted the "Low-Flo" fault should clear automatically.

If the above does not happen as described, the pressure differential switch must be re-calibrated.

**See supplemental information in this booklet for more information.**

Notes:

**Important: THREE PHASE COMPRESSORS ONLY: On scroll compressor commissioning, there is a 50% chance that compressor rotation may be off. On initial commissioning, if the compressor sounds louder than normal and your suctions and discharge pressures are not within a normal range, there is a high possibility that the compressor is running in reverse. If this is the case, reverse any two legs of power TO THE COMPRESSOR and attempt to restart. RUNNING A SCROLL COMPRESSOR IN REVERSE FOR AN EXTENDED PERIOD OF TIME WILL CAUSE DAMAGE TO THE COMPRESSOR. SUCH DAMAGE IS NOT COVERED UNDER THE MANUFACTURES WARRANTY.**



## Field Commissioning Checklist (PAGE 3)

Site information		Notes:
1. Unit location (check):	Ground pad: _____, Roof: _____	
2. Location of main loop filter (check):	Main loop: _____ Drop: _____	
3. Location of main loop bypass:		
4. Type of main loop bypass used (check):	Hand ball valve: ____ Automatic ____	
5. Main loop insulation (check):	Insulated: _____ Not insulated: _____	
6. Supply pressure at process drop:	PSI: _____ (or) Bar: _____	
7. Return pressure at process drop:	PSI: _____ (or) Bar: _____	
8. Supply temperature at process drop:	Degrees F: _____ (or) Degrees C: _____	
9. Return temperature at process drop:	Degrees F: _____ (or) Degrees C: _____	
10. Flow rate through farthest process drop:	GPM: _____ (or) LPM: _____	
Technicians Signature:		Customers Signature:
Printed Technicians name:		Printed Technicians name:
Date:		Date: