**INSPECTION CHECKLIST FOR: VSD**

The below checks are to be completed by the Mechanical Contractor prior to start of associated fan or FCU commissioning

<table>
<thead>
<tr>
<th>NO</th>
<th>DESCRIPTION</th>
<th>INSPECTION</th>
<th>ACCEPTABLE</th>
<th>DATE</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Quality Control</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>VSD type, model number and manufacturer approved for use</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>2</td>
<td>VSD units not being used are correctly stored</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td><strong>Installation</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>3</td>
<td>Drawings on site are the latest issue</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>4</td>
<td>VSDs are not damaged in anyway</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>5</td>
<td>VSDs are installed in correct location as per approved drawings and equipment schedule</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>6</td>
<td>VSDs are clearly labelled including number, manufacturer model number and duty</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>7</td>
<td>Confirm adequate provision has been made to access the VSDs for maintenance and removal</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>8</td>
<td>Confirm correct electrical connections to the VSDs have been made as per the manufacturers wiring schematic</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>9</td>
<td>Confirm fuses or circuit breakers do not exceed the motor and VSD rating</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>10</td>
<td>Confirm correct controls wiring has been installed to the controls company requirements</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>NO:</td>
<td>DESCRIPTION:</td>
<td>Inspection</td>
<td>Acceptable</td>
<td>Date</td>
<td>Comments</td>
</tr>
<tr>
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</tr>
<tr>
<td>11</td>
<td>VSD powers up properly</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>12</td>
<td>VSD stop button works</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>13</td>
<td>Motor rotation is correct</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>14</td>
<td>Minimum and maximum speeds reached using remote command</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>15</td>
<td>VSD restarts automatically</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>16</td>
<td>No disconnect on the load side of the VSD</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>17</td>
<td>Critical frequencies have been programmed out</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>18</td>
<td>Motor runs in bypass mode while servicing or removing VSD</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>19</td>
<td>Motor overload protection and phase loss protection provided during bypass mode</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>20</td>
<td>System starts and runs without any unusual noise or vibration</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>21</td>
<td>Mark alterations, sizes + final location on As Built drawings for record purposes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

**Additional Comments:**

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