



# PRE-FUNCTIONAL CHECKLIST

Base Project

Venturi Air Valve (Electronic)

Document Number  
 Master Checklist  
 Tag No  
 Description  
 Section No  
 Discipline  
 System Name

### Equipment Data

Equipment Type  
 Manufacturer  
 Model No  
 Serial No  
 Vendor

### Location Data

Building Name  
 Floor Number  
 Room Number  
 Area Served  
 Parent Equipment

Nameplate Data	Specified	Submitted	Installed	Ctr	CQC	Cx	Comment No
<b>Venturi Air Valve</b>							<b>MECH SUB</b>
Airflow Min l/s				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Airflow Max l/s				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inlet Diameter (mm)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Static Pressure Minimum (Pa)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Comments:**

Inspection Items	Ctr	CQC	Cx	Comment No
<b>Delivery Book</b>				<b>MECH SUB</b>
Unit is free from physical damage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Unit tags affixed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Venturi Air Valve - Hanging</b>				<b>MECH SUB</b>
Correct location as shown on ductwork layout drawing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Easy access around valve for service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Correct orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Correct direction of airflow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clearance inside duct on inlet side > 250mm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Venturi Air Valve - Controls Installation</b>				<b>BMS SUB</b>
24 Vac terminated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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Field components installed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Field Components terminated per wiring diagram	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Network terminated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Venturi Air Valve - Controls Start Up</b>				<b>Viscon Systems</b>
Volumetric offset control verified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Auxiliary airflow monitoring verified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Temperature control verified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Override sequence verified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Air Balancing</b>				<b>MECH SUB</b>
Static pressure drop across valve at design flow > 150 Pa	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Venturi Valve - Calibration</b>				<b>MECH SUB</b>
Use a duct traverse to obtain a reliable manual reading of airflow. Describe method in comments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Record the manual reading. Record the readout from the computer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Both readings are within 15% of each other. If not, repeat and confirm flow station set up or add another manual flow reading elsewhere. If the manual reading is considered more reliable, calibrate or offset the flow station. Document all procedures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Comments:**

Type	Name	Company	Sign Off Date
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BMS Sub

Prepared By

Final Completion Date