F8940 - OF and EMS Commissioning Check Sheet
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<th>Manager Capital Delivery</th>
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1. General

This template shall be utilised for projects involving modifications to, or the construction of, new emergency storage or overflow structures. Such works generally impact upon the existing high (emergency storage) and high-high (overflow) levels.

The use of this template ensures that existing level indication devices are adjusted to accommodate the modifications and accurately indicate wet well level and detect emergency storage and overflow events.

In using this document, due consideration of all other relevant Unitywater Standard Drawings and Unitywater Standard Specifications should be adhered to.
## 2. Commissioning Check Sheet

<table>
<thead>
<tr>
<th>PROJECT TITLE:</th>
<th>FINANCE NO:</th>
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<tbody>
<tr>
<td>Overflow and Emergency Storage (EMS)</td>
<td>Result / Init. / Date</td>
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### Safety

1. Check all commissioning personnel have been inducted to site
   - Result: OK □
2. Check risk assessments and SWMS have been produced for all Pre-commissioning and Commissioning activities
   - Result: OK □
3. The site is safe for commisioning works to commence. Safety requirements include:
   - Covers and grills installed and flush
   - Davit mounting points certified
   - Fall arrest mounting points certified
   - Handrails, fencing, gates and chains installed correctly
   - Emergency procedures available
   - Safety signage in place (PPE, Electricity, SWL, Danger etc.)
   - Result: OK □

### Detention Times

1. Ensure impacts of changes to emergency storage or overflow on the facilities detention times are assessed and recorded in OF&EMS Commissioning Worksheet
   - Result: OK □

### Overflow Level

2. Ensure ‘As Constructed’ survey has been completed by licenced surveyor and record overflow level in OF&EMS Commissioning Worksheet
   - Note that the overflow structure must remain isolated until the ‘As Constructed’ overflow level has been confirmed (to remain bunged off until level confirmed)
   - Result: OK □
3. Check that the recorded overflow level takes into account any surcharge caused by the flap valve on the overflow pipe
   - Result: OK □
4. Ensure impacts on upstream infrastructure from changes to overflow level have been assessed (i.e. lowest manhole upstream etc.)
   - Result: OK □

### Level Indication

1. Check scaling of level probes conforms to design requirements (0-100%, 0-120% etc.) and record in OF&EMS Commissioning Worksheet
   - Result: OK □
2. Record new pump operating levels for duty and follow/standby pumps in OF&EMS Commissioning Worksheet
   - Result: OK □
3. Confirm wet well level indicated by the level probes is reflective of the actual wet well level | OK □

<table>
<thead>
<tr>
<th>High/High-high Level Switches</th>
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1. Check installation and correct functioning of high (emergency storage) and high high (overflow) level switches (i.e. are they installed in the correct location to effectively detect high level and overflow level) and record in OF&EMS Commissioning Worksheet | OK □

**Commissioning Checks Signoff**

To verify completion of all commissioning items to the satisfaction of Stakeholders.

**CONSTRUCTOR**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Position:</th>
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**UNITYWATER WITNESS (Commissioning)**

<table>
<thead>
<tr>
<th>Name:</th>
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**UNITYWATER WITNESS (Operations)**

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**UNITYWATER WITNESS (Electrical)**

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**UNITYWATER WITNESS (SCADA)**

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**UNITYWATER WITNESS (Mechanical)**

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