

SEQUENCES OF OPERATION AND FUNCTIONAL TEST PROCEDURES SUBMITTAL

Project: _____ SUBMITTAL NO: _____

New Resubmittal

From (initially): _____ To (initially): _____

Equipment or System Tag and Name: _____

Included:

___ Sequences of Operation (enlarged from original control drawings and specification documents)

___ Functional test procedures and forms

Submissions / Returns

The following checked individuals will receive these documents for review and/or approval:

Party	For review & comment only	For review & approval	For record only
General Contractor	___	___	___
Mechanical Contractor	___	___	___
Electrical Contractor	___	___	___
Controls Contractor	___	___	___
Construction Manager	___	___	___
Owner's Representative	___	___	___

Path	To: _____ _____ From: _____ _____	To: _____ _____ From: _____ _____	To: _____ _____ From: _____ _____	To: _____ _____ From: _____ _____	To: _____ _____ From: _____ _____
Comments by Submitter	See Key (1) <input type="checkbox"/> Notes attached	See Key (1) <input type="checkbox"/> Notes attached	See Key (1) <input type="checkbox"/> Notes attached	See Key (1) <input type="checkbox"/> Notes attached	See Key (1) <input type="checkbox"/> Notes attached
Copies					
Submitter Signature					
Title					
Date					
ReviewCode					

Key: (1) Review and comment on the sequences and/or test procedures as to their compliance with the specs. Check tests for personnel safety and to keep equip. warranty in force.

Review Codes: AM = Approved by mechanical contractor (or electrical contractor) as complying with the contract documents. Tests will not void warranty or damage equipment and do not present unsafe conditions for personnel.

AC = Approved by controls contractor as complying with the contract documents.

AE = Approved by the design engineer as complying with the contract documents.

NC = Note Corrections. Approved, but need to resubmit for the record, after correcting.

NA = Not Acceptable. Resubmittal required for review.

Abbreviations: CA = commissioning agent/authority, CM = construction manager, GC = general contractor's rep., A/E = architect or engineer of record, Sub = responsible subcontractor or vendor.