

## INSTALLATION / START-UP CHECK LIST

Date: \_\_\_\_\_

Project: \_\_\_\_\_

Contractor / Customer: \_\_\_\_\_

Contractor / Customer P.O. #: \_\_\_\_\_

Engineer: \_\_\_\_\_

Pump Location / Process: \_\_\_\_\_

Pump Manufacturers Order Number: \_\_\_\_\_

Pump Model Number: \_\_\_\_\_

Pump Serial Number: \_\_\_\_\_

Pump Size / Type: \_\_\_\_\_

Pump Design GPM: \_\_\_\_\_ PSI/TDH \_\_\_\_\_

Pump RPM: \_\_\_\_\_

Motor Manufacturer: \_\_\_\_\_

Horsepower: \_\_\_\_\_ RPM: \_\_\_\_\_ Frame: \_\_\_\_\_

Phase: \_\_\_\_\_ Hertz: \_\_\_\_\_ Volts: \_\_\_\_\_

Enclosure: \_\_\_\_\_

Reducer Manufacturer: \_\_\_\_\_

Reducer Serial Number: \_\_\_\_\_

Reducer Output Speed: \_\_\_\_\_

V-Belt Drive Drive Sheave Size: \_\_\_\_\_

Pump Sheave Size: \_\_\_\_\_

BEFORE STARTING: CHECK AND MAKE SURE

- ( ) Inlet Valves are Open
- ( ) Bump drive to check for proper pump rotation
- ( ) Check oil levels in gear reducer
- ( ) Baseplate mounted, leveled, and grouted properly
- ( ) Discharge Valves are Open
- ( ) Lubricating Fluid in Pump
- ( ) Belts, Chains and Couplings Aligned
- ( ) Guards in Position
- ( ) Drain Plugs Installed
- ( ) Packing Gland Nuts Finger Tight
- ( ) Packing/Seal Lubrication Installed
- ( ) Electric Power Properly Fused
- ( ) Required Voltage Available
- ( ) Electric Power Wired Per Diagram
- ( ) Drive Belts have Proper Tension
- ( ) Pump is configured in accordance to NETZSCH OIS and TPS

REMARKS:

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AFTER STARTING: CHECK

- ( ) Direction of Pump Rotation
- ( ) Flow – fluid available at pump Inlet
- ( ) STP-3 (if supplied) is wired and set up by the customer/ contractor
- ( ) For any Noise or Vibration
- ( ) Bearing Housing Temperature (Hot > 160 Deg. F)  
(Bearings Will Run Warm Initially)
- ( ) Adjustment to Shaft Packing (or lubrication to Mech. Seal is adequate)
- ( ) Flow and Discharge pressure in accordance to Specifications

_____	GPM	_____	PSI/TDH
_____	GPM	_____	PSI/TDH
_____	GPM	_____	PSI/TDH
_____	GPM	_____	PSI/TDH
_____	GPM	_____	PSI/TDH
_____	GPM	_____	PSI/TDH

REMARKS:

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BEFORE LEAVING: \_\_\_\_\_ MAKE SURE

- (    )                  Number of Manuals Furnished and Received \_\_\_\_\_
- (    )                  Operators Instructed on Equipment Operation and Maintenance
- (    )                  Copy of Project Sign off Sheet

REMARKS:

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**TROUBLE SHOOTING GUIDE**

**DRIVE AND MOTOR NOT OPERATING - CHECK**

- (    )            Fuse or Circuit Breakers
- (    )            Available Power and Connections
- (    )            Electric Controls Functioning

**POWER TO DRIVE BUT NO PUMP MOVEMENT - CHECK**

- (    )            Suction Housing, Ports and/or Lines for Jammed Objects
- (    )            Drive shaft for Material Set-Up in it
- (    )            Continuity of Drive Shaft, Connecting Rod & Rotor
- (    )            Universal Joints for Alignment
- (    )            Stator for Swelling due to Chemical Attack

**POWER TO MOTOR & DRIVE BUT PUMP NOT MOVING**

- (    )            Check VFD In-rush Power / Torque

**DRIVE OPERATES AND PUMP STARTS BUT NO FLOW - CHECK**

- (    )            Hopper and/or Stuffing Box for Air Leakage
- (    )            Discharge Line - Make Sure it is Open
- (    )            Suction Line is Full of Fluid

**REMARKS:**

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DRIVE OPERATES, PUMP RUNNING BUT FLOW & PRESSURE NOT SATISFACTORY - CHECK

- (     )             Discharge Pressure with Gauge - Get Reliable Readings
- (     )             GPM Capacity Reading - Verify
- (     )             Inlet & Outlet Lines - Make Sure They are clear of debris
- (     )             Conditions Against Original Design Criteria;  
                      \_\_\_\_\_ GPM  
                      \_\_\_\_\_ PSI/TDH  
                      \_\_\_\_\_ Pumpage Temperature
- (     )             Rotor Size & Pump Stator Material
- (     )             Pump RPMs

REMARKS:

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Sign off sheet:

The undersign certifies that the equipment was started up according the Contract documents and project requirements. All documented items on this startup sheet are accepted, and at startup, there are no outstanding issues, or open items related to the scope and supply of these pumps ( Unless noted in this document )

Contractor / Customer: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

NETZSCH Representative: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_