

## CLARKE BANKS BUILDING CONTROL

### Commissioning Helpsheet 3 Building Type 3 – Commercial (Fit Out)

Helpsheet to aid the project team have awareness of the typical elements of commissioning which will be required when the project is complete. Please note

- Commissioning data must be received 5 days prior to request for final certificate.

| ITEM | COMMISSIONING CERTIFICATE / REPORT                       | ADDITIONAL DETAIL (WHERE REQ)                                                                                                                                                                                                                                                                                                   | RESPONSIBILITY |
|------|----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 1    | As Built Architectural Plans                             |                                                                                                                                                                                                                                                                                                                                 |                |
| 2    | As Built Structural Package                              | Should include finalised calculations including any subcontractor changes                                                                                                                                                                                                                                                       |                |
| 3    | As Built MEP Package                                     | Should include finalised calculations including any subcontractor changes                                                                                                                                                                                                                                                       |                |
| 4    | Fire Alarm                                               | BS 5839: 1 2017                                                                                                                                                                                                                                                                                                                 |                |
| 5    | Emergency Lighting                                       | BS 5266: 1 2016                                                                                                                                                                                                                                                                                                                 |                |
| 6    | Regulation 38 Fire Safety Information                    | The person carrying out the work shall give fire safety information to the responsible person not later than the date of completion of the work, or the date of occupation of the building or extension, whichever is the earlier                                                                                               |                |
| 7    | Electrical Design, Installation and Testing Certificates | BS 7671: 2008 + A3 2015                                                                                                                                                                                                                                                                                                         |                |
| 8    | Heating Ventilation and Air Conditioning                 | Ventilation must include air tightness and flow rate test information                                                                                                                                                                                                                                                           |                |
| 9    | Regulation 39 Ventilation Information                    | The person carrying out the work shall not later than five days after the work has been completed give sufficient information to the owner about the building's ventilation system and its maintenance requirements so that the ventilation system can be operated in such a manner as to provide adequate means of ventilation |                |
| 10   | Drainage                                                 | 1 of the following <ul style="list-style-type: none"> <li>- Pre-Completion Water Test (Witnessed by Clarke Banks)</li> </ul>                                                                                                                                                                                                    |                |

|    |                                                  |                                                                                                                                                                                                                                                                                                                                                                 |  |
|----|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|    |                                                  | - CCTV Survey                                                                                                                                                                                                                                                                                                                                                   |  |
| 11 | Water Chlorination                               |                                                                                                                                                                                                                                                                                                                                                                 |  |
| 12 | Lift Installation                                | IF Fire Fighting Lift Full Demonstration of functionality required, including ventilation and dual power supply                                                                                                                                                                                                                                                 |  |
| 13 | Gas Safe                                         |                                                                                                                                                                                                                                                                                                                                                                 |  |
| 14 | Energy Model                                     | As Built SBEM Calculation (where first fit out)                                                                                                                                                                                                                                                                                                                 |  |
| 15 | Regulation 40 – Information About Fuel and Power | The person carrying out the work shall not later than five days after the work has been completed provide to the owner sufficient information about the building, the fixed building services and their maintenance requirements so that the building can be operated in such a manner as to use no more fuel and power than is reasonable in the circumstances |  |
| 16 | EPC                                              | DEC where a public building                                                                                                                                                                                                                                                                                                                                     |  |
| 17 | Acoustic Testing                                 | Where part of a mixed use development. 10% min test requirements to separating elements. To be agreed upfront with Clarke Banks as to which units are to be tested                                                                                                                                                                                              |  |
| 18 | Part M – Access Strategy                         |                                                                                                                                                                                                                                                                                                                                                                 |  |
| 19 | Intumescent Paint – Warranty of Application      |                                                                                                                                                                                                                                                                                                                                                                 |  |
| 20 | Fire Stopping Warranty (Tag Log)                 |                                                                                                                                                                                                                                                                                                                                                                 |  |
| 21 | Dry Riser / Wet Riser                            |                                                                                                                                                                                                                                                                                                                                                                 |  |
| 22 | Gas Suppression System                           |                                                                                                                                                                                                                                                                                                                                                                 |  |
| 23 | Mechanical Smoke Extract System                  |                                                                                                                                                                                                                                                                                                                                                                 |  |
| 24 | Sprinkler Installation                           | <ul style="list-style-type: none"> <li>- BS EN 12845 – Traditional Commercial Sprinkler System</li> <li>- BS 8458 Water Mist System</li> </ul>                                                                                                                                                                                                                  |  |