



Generator Acceptance Guide

Facility Information:

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| Building Name (primary served): | Building #: |
| Generator Manufacturer: | Generator kW size: |
| Additional Facilities Served: | Generator #: |
| Annunciator Location(s): | |
| Location Description: | |
| Fuel type: | Tank Size (gallons): |
| Main Power Shunt Location(s): | |
| Emergency Power Shunt Location(s): | |
| Additional Shunt Locations (UPS, pump, etc): | |
| Check here if facility has more than one Generator (complete separate form for each). <input type="checkbox"/> | |

| Item # | Description | Satisfactory |
|--------|---|--------------------------|
| 1. | Load test performed on site. Copy of load test attached. Check here if witnessed today: <input type="checkbox"/> | <input type="checkbox"/> |
| 2. | Building load transferred in _____ seconds after main shunt was activated. | <input type="checkbox"/> |
| 3. | Walk through of facility revealed functional emergency lighting in all egress paths. | <input type="checkbox"/> |
| 4. | Fire alarm panel showed line power on the generator circuit. | <input type="checkbox"/> |
| 5. | Emergency systems devices (smoke control, elevator, pump, etc.) verify online | <input type="checkbox"/> |
| 6. | Generator annunciator: Simulate the following annunciator signals <u>at a minimum</u> : <ul style="list-style-type: none"> a. Shows normal when nothing is running <input type="checkbox"/> b. Shows generator running when main shunt is activated and Gen starts <input type="checkbox"/> c. Shows "control not in auto" when switch is activated to off position at generator <input type="checkbox"/> d. Shows abnormal battery charger when charger is unplugged <input type="checkbox"/> e. Other: <input type="checkbox"/> | <input type="checkbox"/> |
| 7. | Generator (emergency power) shunt functioned. If more than one test all. | <input type="checkbox"/> |
| 8. | Signage provided for all shunts and disconnects and properly labeled (remote location, 1 of 2, etc.) | <input type="checkbox"/> |
| 9. | Signage provided for large UPS equipment that remains energized after shunt activation at shunt and area. | <input type="checkbox"/> |
| 10. | Tank provided with appropriate "No Smoking", and contents and/or NFPA 704 Diamond Signage. | <input type="checkbox"/> |
| 11. | Tank registration with DEP complete if >500 gallons. | <input type="checkbox"/> |
| 12. | Tank provided with secondary containment. | <input type="checkbox"/> |
| 13. | Generator exhaust piped to the exterior and away from HVAC intakes and building openings. | <input type="checkbox"/> |
| 14. | Collision protection provided where necessary. | <input type="checkbox"/> |
| 15. | Other: | <input type="checkbox"/> |

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|-------------------|--------------|
| Comment: | |
| | |
| Inspector: | Date: |