



HEAT EXCHANGE AND TRANSFER, INC.

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SERVICE MANUAL

SM-100-LIST

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INSTALLATION CHECKLIST

1. Complete provisions for unloading and storage (if applicable) of heat transfer fluid. Cover drums and store them inside to prevent possible fluid contamination from standing water on the top.
2. Develop clean out procedures that will ensure the process equipment and process piping are clean and dry.
3. Develop procedure for final pressure testing of process equipment and process piping.
4. Complete pressure test.
5. Complete safety audit on start up and operating procedures.
6. Check equipment data sheet to ensure fluid being used is appropriate to system's design.
7. Check equipment data sheet to compare process and operating temperatures with system design.
8. Check equipment data sheet to verify electrical power available compared with system design.
9. Check all electrical connections for tightness (POWER OFF). Tighten if necessary.
10. Perform continuity and ground resistance checks on electrical components. (POWER OFF)
11. Verify that piping materials and connections meet specifications.
12. Check piping connections and mounting bolts for tightness. Tighten if necessary.
13. Mount expansion tank at the highest point or pressurize it. If pressurized, equip the tank with pressure relief valve. Review special filling, start up and drain provisions.
14. Run expansion tank vent or relief valve line to a safe area.
15. For pumps with cooling jacket, make provisions to cool pump seal, if operating above 275° F.
16. Install bleed valves at all high points in piping circuit.
17. Install drain valves at all low points in piping circuit.
18. Provide personnel with burn protection from hot surfaces, above 140° F.
19. Check all safety devices for proper operation. Replace if defective.