Data centre commissioning tracker: levels 1 to 5

Yellow cells are for you to fill in. Free template from Deskely · deskely.com/resources/data-center-commissioning-checklist

Project / building	Document number	Revision

Phase / hall	Commissioning authority (CxA)	Date

PROGRESS BY LEVEL

Level	What it covers	Passed	Failed	In progress	Not started	N/A	% complete (passed of applicable)
L1 Factory witness test and delivery	Factory tests witnessed, equipment received and checked	2	0	0	0	1	**100%**
L2 Installation	Installed and inspected against drawings and submittals	3	0	0	0	0	**100%**
L3 Start-up (pre-functional)	Pre-functional checklist done, energised and started	1	1	0	1	0	**33%**
L4 Functional performance test	Each system through its sequences, alarms and failures	1	0	1	1	0	**33%**
L5 Integrated systems test	All systems together under load, utility loss and failover	0	0	0	3	0	**0%**

Status

Assets: 3 **Through L5: 0** **Gate flags: 1** **Failed at any level: 1** **Open issues: 1**

Level names follow common data centre practice; owners and CxAs vary them. The commissioning process follows the owner's commissioning plan and ASHRAE Guideline 0. A level is passed only after the level before it is passed or not applicable: the gate column flags any row where that is not true. Grey rows are examples: overwrite them.

Asset					L1 Factory witness test and delivery		L2 Installation		L3 Start-up (pre-functional)		L4 Functional performance test		L5 Integrated systems test		Gate and issues		
No.	**Asset tag**	**Equipment type**	**Description**	**Hall / area**	**Status**	**Witness**	**Status**	**Witness**	**Status**	**Witness**	**Status**	**Witness**	**Status**	**Witness**	**Level reached**	**Gate check**	**Open issues**
1	*UPS-1A-01*	*UPS*	*UPS module 1A-01*	*Hall 1*	***Passed***	*Owner*	***Passed***	*CxA*	***Passed***	*Vendor*	***In progress***	*CxA*	*Not started*		*L3*	***OK***	*0*
2	*GEN-01*	*Generator*	*Standby generator 1*	*Yard*	***Passed***	*Owner*	***Passed***	*CxA*	***Failed***	*Vendor*	*Not started*		*Not started*		*L2*	***OK***	*1*
3	*CRAH-1-03*	*CRAH / CRAC*	*Air handler 1-03*	*Hall 1*	*N/A*		***Passed***	*GC*	*Not started*		***Passed***	*CxA*	*Not started*		*L2*	***L4 passed before L3***	*0*
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	

Asset					L1 Factory witness test and delivery		L2 Installation		L3 Start-up (pre-functional)		L4 Functional performance test		L5 Integrated systems test		Gate and issues		
No.	Asset tag	Equipment type	Description	Hall / area	Status	Witness	Status	Witness	Status	Witness	Status	Witness	Status	Witness	Level reached	Gate check	Open issues
12																	
13																	
14																	
15																	
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30																	

Sign-off	Name	Signature	Date
Commissioning authority			
Contractor			
Owner			

Commissioning issues log

Every issue found at any level, against its asset. Open issues show on the tracker against the asset.

Project / building	Phase / hall	Log owner

Status

Issues: 1 Open: 1 Closed: 0 Open by level: L1 0, L2 0, L3 1, L4 0, L5 0 Open past due: 0

Issue no.	Asset tag	Level	Issue	Raised by	Raised	Owner	Due	Status	Closed	Days open
CX-001	*GEN-01*	*L3*	*Generator did not reach rated voltage within the specified start time; vendor to adjust and repeat the start-up test*	*CxA*	*02-Nov-26*	*Generator vendor*	*12-Nov-26*	***Open***		*6*