Start-up readiness checklist (Go / No-Go)

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

Project	Document number	Revision

System	System description	Planned start-up date

Start-up lead	RFSU certificate no.	PSSR reference

Count

Go: 0 No-Go: 0 N/A: 0 Not assessed: 15 of 15 requirements

Overall decision

INCOMPLETE: 15 requirement(s) not assessed

Every line must be Go (or N/A with a reason in the evidence column) for the system to start. The category A punch line is computed: enter the open count in the evidence column.

No.	Requirement	Go / No-Go	Evidence / reference	By	Date
PROCEDURES AND PEOPLE					
1	Start-up and operating procedures issued and approved		Procedure numbers		
2	Operators trained and assessed on the system		Training records		
3	Emergency response arrangements updated for the system and drilled		ERP revision, drill record		
COMPLETIONS					
4	Category A punch items open on the system (enter the count in Evidence; must be 0)				
5	RFC certificates signed for every subsystem		Certificate numbers		
6	Pre-startup safety review (PSSR) done; pre-start-up actions closed		PSSR report		
SAFETY SYSTEMS					
7	ESD system function tested		ESD test records		
8	Fire and gas detection and alarms tested		F&G test records		
9	Cause and effect tested end to end		C&E test records		
10	Relief valves installed, set, certified and car-sealed as specified		PSV certificates		
ISOLATIONS					
11	Permits closed; LOTO isolations removed or handed to operations		Isolation register		
12	Temporary blinds, strainers and test equipment removed or registered		Spade register		
UTILITIES AND SUPPLIES					
13	Utilities available: power, instrument air, nitrogen, cooling water		Utility status		
14	Spares, lubricants and chemicals (first fill) in place		First fill record		
15	Communications working: radios, PA/GA, control room links		Telecom ITRs		

Decision
We confirm that the requirements above have been checked for the system named, that the decision recorded is correct, and that start-up may proceed only on a GO decision, under the start-up procedure and the permit to work system.

Sign-off	Name	Signature	Date
Commissioning (contractor)			
Operations			
Client			
Third party (TPI)			

Start-up readiness by system

One line per system. The decision follows: No-Go if any category A punch is open or any check is No; Go when every check is Yes or N/A. Grey rows are an example.

Project	Facility / unit	Register owner

Status

Systems: 2 Go: 1 No-Go: 1 Incomplete: 0 Punch A open: 2

System	Description	Punch A open	RFC signed	PSSR done	ESD and F&G tested	C&E tested	Procedures issued	Operators trained	LOTO cleared	Utilities available	Decision	Planned start-up	Remarks
20	*Crude separation and stabilisation*	*0*	*Yes*	*Yes*	*Yes*	*Yes*	*Yes*	*Yes*	*Yes*	*Yes*	***Go***	*15-Mar-27*	*Example*
43	*Fuel gas*	*2*	*Yes*	***No***	*Yes*	*Yes*	*Yes*	*Yes*	***No***	*Yes*	***No-Go***	*29-Mar-27*	*Example: PSSR open*