Installation Certificate for Fire Dampers
(ref. DW/145)

CE

01/2020

No.	Question	Action	Tick
1	Are the dampers the correct type of fire resistance class?	Confirm damper is correct type of fire damper, e.g. E 120 S, EI 60 S, EI 90 S, EI 120 S.	☐
2	Are the dampers located correctly?	The damper location is to be checked against the installation drawings/details e.g. within, on or remote from construction.	☐
3	Are the dampers correctly identified?	Unique system i.d. to be clearly indicated on the damper or other agreed locatlon.	☐
4	Have supports for both the damper and the adjacent ductwork been installed in accordance with the approved guidance?	Check DW 144.	☐
5	Is the damper installed correctly for maintenance access, airflow and fire compartment location?	If no, damper installer to advise the lead contractor of unforeseen issues.	☐
6	Is access through the ductwork, to the damper unobstructed?	Unobstructed space should be provided for safe access to the damper. This must include access through ceiling voids and adjacent services. Damper installer to advise the system designer if problems are foreseen.	☐
7	Has the space around the damper and within the opening been left clear and not been used for other services?	Other services within the installation opening will invalidate the installation method. Damper installer to advise the lead contractor if problems are foreseen.	☐
8	Using the access opening provided, are the damper blades in the open position?	Check position of damper blades.	☐
9	Has the damper been checked for internal deanliness, free from damage and that vertical casings in particular are free from debris?	With the damper in the closed position, inspect for damage.	☐
10	Has the damper been activated to simulate operation e.g. manually, drive open spring closed and/or modulating open/spring closed?	Ensure damper blades/rotation is free from interference and obstructions once damper installation is fully complete.	☐
11	Has the damper blade/s been re-set to the operational position after test activation and inspection panel replaced?	After re-setting the damper, check the position shown on the blade position indicator is correct.	☐
12	At the time of damper handover, is the fire barrier and penetration seal complete?	Damper installer to record on the handover register if any following trades are still to complete their activities.	☐
13	Is the damper installation correct as per the installation instructions and available for handover prior to system commissioning?	Obtain the relevant acceptance of the damper installation from the CDM coordinator/the nominated person responsible.	☐
14	Is the completed handover register cross-referenced back to the identification codes listed in the system designer's damper schedule?	If not contact the CDM coordinator/ the nominated person responsible.	☐

Project / Ref	Damper ID number	Damper location	Product	CE CPR no

Fire damper installation contractor:	Fire Installation engineers name: Print:
I hereby confirm that the damper detailed has been installed and tested according to the manufacturer's installation instructions.	Sign: Date:
Fire stopping contractor:	Fire stopping engineers name: Print:
I hereby confirm that the damper detailed has been fire stopped according to the manufacturer's installation instructions.	Sign: Date:

Halton