

Notes and checklist for machine acceptance by the window manufacturer

Preparatory notes on planning

- Obey the agreed hall-layout / height of the hall, widths & height of doors
- Load capacity of the floor / condition of the floor (Floor heating? can the machine be fixed to the floor)
- Power line (requirement: XYZ) / fuse protection (requirement: XYZ); from above or below?
- Compressed air (Requirement: XYZ) / further; from above or below?
- Network connection (Requirement: XYZ)
- Comparison with own implementation regulations for electrotechnical equipment of switchgear and machinery
- Are sample data sets available / connection to the window-software?
- Dust extraction (Requirement: XYZ) single or centralized
- Definition of responsible persons / of ALL machine operators / time availability on day X
- Quality control:
 - Adaptation of factory production control
 - Test equipment existing
 - Checking the corner strength / surface temperatures
- Are machine parts / welding blocks (support blocks, welding fixtures) to be provided by the window manufacturer available?
- Are profiles / fittings / screws available for a test run?
- Transport
 - Is a forklift required / available (capacity, extra long forks)?
 - Access for truck and unloading procedure
 - Coordination of the transfer of risk
 - Handling of packaging waste and one-way-packaging of the machine; IPPC treatment of wooden transport material

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General data

- Customer _____
 - Supplier _____
 - Machine type _____
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- Serial number _____
 - Date of delivery / time _____
 - Name of the representative of the machine manufacturer / Tel / email _____
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- Name of the window manufacturer's representative (or several names) _____

Installation, connection, test run - machine-related

1	Machine aligned according to manufacturer's specifications	
2	Does the machine correspond to the planned layout?	
3	Are all connections present, sufficient and ready for operation (electricity, compressed air, network, exhaust)?	
4	Upstream and downstream operations are integrated / connected	
5	Treatment of protecting foils (separate consideration in case of double sided foil)	
6	Are legal certificates for the machine available (e.g. CE marking)?	
7	Function main switch / emergency stop switch / restart after emergency stop	
8	Measured values and displays ok?	
9	Target/actual comparison e.g. temperature of the welding mirror according to display / uniformity?	
10	Material feed ok?	
11	Safety devices (light barrier, limit switch, protection-fence, etc.) ok? What happens after triggering?	
12	Result of the machining corresponds to the settings / the specifications <ul style="list-style-type: none"> ○ Corner strengths are achieved ○ Optics of the weld seam ○ ... 	

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13	Continuity of production ok?	
14	Control lights indicate correctly?	

Installation, connection, test run - user-specific

1	Are all responsible persons present?	
2	Data import / export ok / data are available for each profile to be processed?	
3	Explanation of the sources of danger on the machine (Information signs)? Personal protection gear?	
4	Menu "running operation" and menu "shift leader" ok, password protected? / Everyone knows his way around "his" menu?	
5	Training of the operator / maintenance stuff + approval by the operator?	
6	Dealing with different profile tolerances & machine tolerances?	

Confirmations

1	Sign-off protocol	
2	Control elements, function, protective enclosure and safety devices are working	
3	Safety instruction performed CE marking (etc.) is present	
4	Operating instructions / manual are available	
5	Test run with different profiles was ok / agreed performance in terms of quality and cycle time is given	
6	The following is still open ... (Who / until when?): _____ _____	
7	Special agreements _____ _____	

Signatures

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