

Hospital Lighting Control System Upgrade Checklist

Project Details

Project Name

Location/Ward

Date

Checked By

Pre-Upgrade Assessment

- ☐ Current lighting system evaluation completed
- ☐ Lighting requirements identified for each area
- ☐ Compatibility check with existing infrastructure
- ☐ Budget estimation
- ☐ Relevant standards and codes reviewed

System Design & Planning

- ☐ Lighting control zones identified
- ☐ Control types determined (manual, automatic, sensors)
- ☐ Backup/emergency lighting planned
- ☐ Integration requirements with facility systems determined
- ☐ Wiring diagrams and layout prepared

Procurement

- ☐ Approved lighting control equipment ordered
- ☐ Supplier delivery dates confirmed
- ☐ Installation materials received and inspected

Installation

- ☐ Old system decommissioned
- ☐ New hardware installed
- ☐ System wiring completed
- ☐ Sensors/controllers configured
- ☐ Integration with building management systems completed

Testing & Commissioning

- ☐ Functionality tests conducted (on/off, dimming, sensors)
- ☐ Emergency lighting tested
- ☐ System integration verified
- ☐ User acceptance obtained

Training & Handover

- ☐ Staff training completed
- ☐ Documentation delivered (manuals, diagrams, settings)
- ☐ Maintenance schedule provided

Notes