Factory and Site Acceptance Checklist

Agree project-specific criteria before FAT/SAT; this sheet does not invent universal acceptance limits.

FAT checks

Check / field	Record / notes / status
Interlocks and emergency stops against agreed test list	
Mechanical interfaces and guarding	
Agreed material recipe / setup record	
Panel tolerance and appearance criteria to agree	
Repeated batch / output conditions to agree	

SAT checks

Check / field	Record / notes / status
Installed interfaces and utilities	
Dry run / loaded run witness record	
Downtime and recovery demonstration	
Operator training and handover	

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Documents and closeout

Check / field	Record / notes / status
As-built drawings / manuals / parts lists	
Software backup / parameter record	
Calibration / inspection evidence	
Open defects, owner and due date	
Final signoffs: buyer / supplier / witness	