BULLETIN

Carrier Corporation

Carrier
A United Technologies Company

North American Operations

Number: C0010 Date: 8/3/00 Supersedes: C9923a Date: 1/25/00
Title: COMMISSIONING REPORT UPDATE
Category: *GENERAL* Termination Date:
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Models Affected: CAC: ALL
BDP:

Commissioning Report Update
Carrier Service Startups

Summary

Attached is an updated Commissioning Report Form. This update is based on input from the field as well as the Corrective Action Teams. Highlights of the changes compared with the old form are:

(1) The form should be sent to CSS Quality, Attention: Sharon Bruce, either by Fax, e-mail or regular mail. A single point of contact has proven to create less confusion.

(2) Parts found defective in the commissioning process and not repaired at the site are to be returned to addresses given on the form. A separate bulletin covers the details of this process. Instructions are given on the commissioning report form for where and how to ship the parts. A copy of the form is to be sent with the parts to facilitate identification. Outside the USA, we will work with individual offices to create consolidated shipments to ease import and freight issues.

(3) Only the commissioning report forms, and not the startup checklist, need to be sent in. If we need additional information, we will contact the individual office. Copying the startup checklist was found to be an unnecessary burden in most cases.

(4) Symptoms and Root Cause sections have been added to each subsection of the report to aid in filing in information. No specific information is required, but any information on both symptoms and root cause of a failure is very helpful.

(5) A question has been added on the visual quality of the unit. This will aid us in identifying shipping, finish and workmanship issues which make the unit look less than perfect on arrival. Our customers expect a first impression of the unit to be “top shelf”.

The commissioning report form and the corrective actions started based on the data it generates have been very valuable contributors to improved quality. I wish to thank everyone in the field who has filed these reports.

Mail Keys: 2.33A, 2.33B, 2.33D, 2.40, 2.40A, 2.40B, 2.40D, 2.40M, 2.46A, 5.25G