Standard Operating Procedure	SOP No.
Flow Measuring Station	8.012

DCR No.: 97027
Revision No.: 1

Effective: 3-3-97
Supersedes: 3-3-97
Revision Date: 5-7-97
Page No.: **1 of 3**

1   Purpose

1.1   To establish a standard procedure for measuring the actual flow rate in GPM to comply with design requirement.

2   Scope

2.1   This procedure applies to the measurement and/or adjustment of fluid flow in systems where flow measuring stations are correctly installed.

3   Reference

3.1   NEBB Testing Adjusting Balancing Manual for Technicians, First Edition, 1986.

4   Definition

4.1   GPM   Gallons Per Minute

4.2   TAB   Test, Adjust, and Balance

5   Responsibility

5.1   TAB technicians shall record all data on Form FN 8.012.1 (Flow Measuring Station Report).

5.2   All test reports shall be saved in files, located in the TAB Department of Therma.

5.3   All test equipment utilized shall be in calibration in accordance with NEBB Standards and traceable to the National Institute of Standards and Technology (NIST).

6   Materials Requirement

6.1   None

7   Test Equipment

     7.1   Differential Pressure Meter (Water)

8   General Procedures

     8.1   Record all information, including the location, manufacturer and model # of the flow station(s) on the Form FN 8.012.1 (Flow Measuring Station Report).

     8.2   Ensure that the pump is running.

     8.3   Measure the actual differential pressure at the flow measuring station using a differential pressure Meter (water).

     8.4   Review the manufacturer's data for the flow measuring station that is being tested and determine the GPM flow rate.

     8.5   Record the flow rate and differential pressure on the Form FN 8.012.1 (Flow Measuring Station Report).
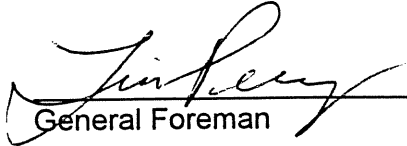
     8.6   If applicable, record the calibrated setpoint position of the flow measuring station.
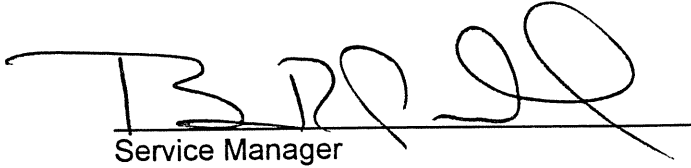
9   Review and Approval

     9.1   Return the Form FN 8.012.1 (Flow Measuring Station Report) to the TAB Department for review.

Document Approval

_____
General Foreman

4-15-97
Date

_____
Service Manager

4-15-97
Date

_____
Quality Assurance Manager

4-16-97
Date