

# EV ULTRA

## Installation & Commissioning Checklist.

This installation and commissioning checklist should be used as a guideline and reporting template during the installation, commissioning and hand-over to the user. For more detailed installation and/or commissioning instructions, consult the installation manual or the installer reference guide.

### Warning notice

This manual contains notices you have to observe in order to ensure your personal safety, as well as to prevent damage to property. The notices referring to your personal safety are highlighted in the manual by a safety alert symbol, notices referring only to property damage have no safety alert symbol. These notices shown below are graded according to the degree of danger.

**DANGER** indicates that death or severe personal injury will result if proper precautions are not taken.

**WARNING** indicates that death or severe personal injury may result if proper precautions are not taken.

**CAUTION** indicates that minor personal injury can result if proper precautions are not taken.

**NOTICE** indicates that property damage can result if proper precautions are not taken.

If more than one degree of danger is present, the warning notice representing the highest degree of danger will be used. A notice warning of injury to persons with a safety alert symbol may also include a warning relating to property damage.

### Disclaimer of warranty

We have reviewed the contents of this publication to ensure consistency with the hardware and software described. Since variance cannot be precluded entirely, we cannot guarantee full consistency. However, the information in this publication is reviewed regularly and any necessary corrections are included in subsequent editions.

### Qualified personnel

The product/system described in this documentation may be operated only by personnel qualified for the specific task in accordance with the relevant documentation, in particular its warning notices and safety instructions. Qualified personnel are those who, based on their training and experience, are capable of identifying risks and avoiding potential hazards when working with these products/systems.

<b>⚠ DANGER</b>
<b>DANGER</b> indicates a hazardous situation which, if not avoided, <b>will result in</b> death or serious injury.
<b>⚠ WARNING</b>
<b>WARNING</b> indicates a hazardous situation which, if not avoided, <b>could result in</b> death or serious injury.
<b>⚠ CAUTION</b>
<b>CAUTION</b> indicates a hazardous situation which, if not avoided, <b>could result in</b> minor or moderate injury.
<b>NOTICE</b>
<b>NOTICE</b> is used to address practices not related to physical injury.

# EV ULTRA Installation & Commissioning Checklist

## PART A: installation checklist

filled in by Installer prior to commissioning

### ✓ Partner information

#### Installer information

- 1 Partner organisation
- 2 Contact person
- 3 Contact email
- 4 Contact phone number
- 5 Serial number of the charging station
- 6 Article number of the charging station

### ✓ Pre installation checklist

#### 1 Physical location of the charger, check placement topics with regard to

- 1.1 Safety
  - 1.1.1 Mechanical protection  
Check with local regulations
  - 1.1.2 Electrical protections  
Check with local regulations
  - 1.1.3 Signalisation & Visibility
- 1.2 Accessibility of the charger for the installer
- 1.3 Ground stability and foundation  
it is advisable to carry out a static load capacity analysis according to the relevant standards
- 1.4 Anchor & charger need to be installed in dry weather
- 1.5 Need for pay station

#### 2 Determination/identification of the low-voltage system

- 2.1 Type of electrical net
- 2.2 Electrical scheme
- 2.3 Protective measures needed for the installation: Overvoltage, shortcircuit, leakage current, ... for the power supply inverters & Auxiliary power supply See manual chapter "Preparing the installation"
- 2.4 Cable calculations (Amps, type of cable, diameter, distance, ...) See manual chapter "Preparing the installation"

#### 3 Network requirements

- 3.1 Network connection is present on site
- 3.2 Firewall settings checked with IT service of the end client according to the Smappee specifications  
If needed, contact smappee support for MAC addresses.
- 3.3 4G solution required?
  - 3.3.1 Mobile connection verified

#### 4 Permits

- 4.1 Obtain all necessary permits from the relevant local or government authority.

### ✓ Installation checklist

#### 1 Check before start Check with local regulations

- 1.1 Previous chapter is complete See manual chapter "Preparing the installation"
- 1.2 Required tools, materials and lifting equipment are available (manual page 13)

#### 2 Check installation location

- 2.2 Hole is big enough to mount anchor & mount the charger at ground level  
See manual chapter "Preparing the installation"
- 2.3 Foundation has minimum dimensions of 450mm x 750mm (L x W)
- 2.4 Top of the concrete foundation is maximum at ground level minus the height of the anchor (705 mm). Mounting the the charger on the anchor above ground level is allowed
- 2.5 Anchor is assembled correctly

#### 3 Prepare & check the base area

- 3.1 Foundation area is level
- 3.2 Foundation area is dry
- 3.4 Foundation area is dry
- 3.5 Cables are routed through the anchor  
If necessary, remove the round cut-outs on the sides. This can be useful for better fixation of the anchor and for connections to other EV chargers.
- 3.6 Anchor was filled until half with concrete

#### 4 Electrical wiring

- 4.1 The cables of the power supply were shortened to the correct length
- 4.2 Cable lugs were correctly pressed on the corresponding cables
- 4.3 Longer charging cable is installed conform to Smappee instructions

#### 5 Anchor

- 5.1 The dummy plate is removed from the anchor

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## PART B: commissioning checklist

filled in by Commissioner

### Hardware commissioning

#### 1 Check physical installation

- 1.1 The lifting eyes are replaced by the original bolts with the rubber washer is still fitted
- 1.2 The 4g antenna is sealed correctly
- 1.3 The powersupply cables are connected with a torque of 20-26 Nm
- 1.4 The fuse cables of the inverters are well connected
- 1.5 If applicable: Cable shoes are put on the Auxiliary powersupply cable
- 1.6 The aux power cable is connected to the terminal
- 1.7 Network cable is tested
- 1.8 Network cable is plugged in the router
- 1.9 No visible damage to any of the incoming cables (Power supply inverters, Auxiliary power supply & UTP)
- 1.10 No visible damage to the charger itself
- 1.11 Foundation area is level
- 1.12 Anchor and Charger are mounted stable
- 1.13 Configuration of electrical protections in the electrical cabinet
- 1.14 All necessary fuses in the electrical cabinet and charger are put on
- 1.15 Longer charging cable is installed conform to Smappee instructions

#### 2 Pictures If applicable

- 2.1 Charger (10m & 5m distance) Shows where the charger is placed
- 2.2 Electrical connections in the charger (Power supplies inverters + auxiliary cables & UTP cable)
- 2.3 Electrical protections in the electrical cabinet

#### 3 Close up

- 3.1 Charger is fully closed (Both sides and back plate)

### Software commissioning

#### 1 Check configuration

- 1.1 The charger has a clear name
- 1.2 All components are found
- 1.3 All components are on the latest firmware
- 1.4 Power limit is set if needed
- 1.5 Session activation mode has been configured?
- 1.6 Test session has been executed & measurements are validated

### Commissioning summary

#### 2 Info

- 2.1 Commissioned power
- 2.2 Remarks on the installation

### Installer information

Company .....

Name .....

Date .....

Signature .....

### Commissioner information

Company .....

Name .....

Date .....

Signature .....