MERRYCHEF OVEN COMMISSIONING REPORT

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| --- | --- | --- | --- |
| **SITE ADDRESS** | **DATE** | **ITEM NUMBER** | **SERIAL NUMBER** |
|  |  |  |  |
|  |  |  |  |
|  | MANAGER | CONTACT TEL | FIRMWARE |
|  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **RUN THROUGH THE LIST AND USE THE COLUMN ON THE RIGHT TO RECORD NOTES** | | |
| **1** | **CHECK THE BOX FOR SIGNS OF DAMAGE & TAKE PHOTOS IF REQUIRED** | |  |  | | --- | --- | | **GOOD** | **BAD** | |
| **2** | **UNPACK THE OVEN (DO NOT LIFT THE OVEN BY THE HANDLE)** |  |
| **3** | **CHECK THE CORRECT ACCESSORIES ARE PRESENT** | |  |  | | --- | --- | | **YES** | **NO** | |
| **4** | **CHECK THE USER MANUAL IS PRESENT** | |  |  | | --- | --- | | **YES** | **NO** | |
| **5** | **CHECK THE POWER SOCKET IS COMPATIBLE WITH THE OVENS PLUG** | |  |  | | --- | --- | | **YES** | **NO** | |
| **6** | **CHECK THE CORRECT BREAKER IS INSTALLED AS PER THE MANUAL** | |  |  | | --- | --- | | **YES** | **NO** | |
| **7** | **THE OVEN MUST HAVE ITS OWN DEDICATED POWER SUPPLY** | |  |  | | --- | --- | | **YES** | **NO** | |
| **8** | **POSITION THE OVEN ENSURING IT HAS ADEQUATE VENTILATION** | |  |  | | --- | --- | | **GOOD** | **BAD** | |
| **9** | **MAKE SURE THE CAVITY IS EMPTY** | |  |  | | --- | --- | | **YES** | **NO** | |
| **10** | **INSERT THE COOK PLATE INTO THE OVEN CAVITY** | |  |  | | --- | --- | | **YES** | **NO** | |
| **11** | **CHECK THE AIR FILTER IS INSTALLED CORRECTLY** | |  |  | | --- | --- | | **YES** | **NO** | |
| **12** | **WITH THE SWITCH IN THE OFF POSITION (EIKON) PLUG THE OVEN IN** |  |
| **13** | **SWITCH ON AND ENTER SETTINGS MODE (PASSWORD IS MANAGER)** |  |
| **14** | **CHECK & UPDATE THE FIRMWARE FROM THE WEBSITE IF REQUIRED** | |  |  | | --- | --- | | **YES** | **NO** | |
| **15** | **CHECK & SET THE TIME AND DATE IF REQUIRED** | |  |  | | --- | --- | | **YES** | **NO** | |
| **16** | **ENTER THE SERVICE MODE (PASSWORD IS SERVICE)** |  |
| **17** | **RUN A FULL RECOMMISION TEST** | |  |  | | --- | --- | | **PASS** | **FAIL** | |
| **18** | **GO INTO VISUAL OR DIAGNOSTIC VIEW AND RECORD THE READINGS BELOW** | |
| **19** | **LEFT MAGNETRON AMP DRAW** |  |
| **20** | **IF HIGH POWER RIGHT MAGNETRON AMP DRAW** |  |
| **21** | **HEATER ELEMENT AMP DRAW (EIKON ONLY)** |  |
| **22** | **MICROWAVE LEAK TEST RESULT LEFT MAGNETRON** |  |
| **23** | **IF HIGH POWER MICROWAVE LEAK TEST RESULT RIGHT MAGNETRON** |  |
| **24** | **RETURN THE OVEN TO CUSTOMER MODE** |  |
| **25** | **HEAT THE OVEN UP TO FULL TEMPERATURE** | |  |  | | --- | --- | | **YES** | **NO** | |
| **26** | **CHECK THE MENU FILE IS CORRECT FOR THE CUSTOMER** | |  |  | | --- | --- | | **YES** | **NO** | |
| **27** | **GIVE THE CUSTOMER A FULL OPERATION DEMONSTRATION** | |  |  | | --- | --- | | **YES** | **NO** | |
| **28** | **GIVE THE CUSTOMER A FULL CLEANING DEMONSTRATION** | |  |  | | --- | --- | | **YES** | **NO** | |
| **29** | **HAND THE OVEN OVER TO THE CUSTOMER** |  |
| **30** | **RECORD ANY DEFECTS OR ISSUES & EMAIL TO THE TECHNICAL WEBSITE BELOW** | |

**MERRYCHEF TECHNICAL WEBSITE** – [**www.merrycheftechnical.com**](http://www.merrycheftechnical.com/)

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Description automatically generatedMERRYCHEF TECHNICAL TEAM EMAIL** - **Merrychef.TechSupport@welbilt.com**

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