STANDARD OPERATING PROCEDURE	
Department: Engineering	**SOP No.:**
Title: Operation of BMS	**Effective Date:**
Supersedes: Nil	**Review Date:**
Issue Date:	**Page No.:**

1.0 OBJECTIVE

To lay down the procedure for Operation of BMS.

2.0 SCOPE

This Standard Operating Procedure (SOP) is applicable for operation of BMS.
.

3.0 RESPONSIBILITY

Engineering niacin will operate the BMS (Building Management System).

4.0 PROCEDURE

4.1   General condition for operation of BMS.

4.1.1   Ensure that all DDC should get UPS power.

4.1.2   Ensure BMS Server, PC, NCRS, NICCO should getting UPS power.

4.1.3   Green LED glowing shows that DDC and NCRS is getting power supply and red LED blinking shows communicating between the systems.

4.2   Procedure for Operation Of Building Management System

4.2.1   Switch On all DDC MCB and ensure for power supply green LED should glow.

4.2.2   Ensure that all DDC communication red LED is blinking.

4.2.3   Switch on the NCRS panel MCB and switch on the ON/OFF switch of the NCRS.

4.2.4   Conform the power supply green LED of NCRS is glowing.

4.2.5   Ensure that Communication red LED of NCRS and NICCO is blinking.

4.2.6   Switch on the BMS PC and server and enter password for log in.

4.2.7   Follow the below steps for open the graphics

4.2.7.1 Click the start icon from the desktop and go to program option.

4.2.7.2 Select DESIGO INSIGHT V1.1 server pack2 then select DESIGO INSIGHT.

4.2.7.3 Graphics will open on desktop.

4.2.7.4 Click on the insight menu bar and select logout/shutdown then enter password.

4.2.7.5 Graphics will display then select as per required room summary and AHU summary.

4.2.8   Follow the below steps for open trends data.

4.2.8.1 Click on the insight menu bar and select logout/shutdown then enter password.

4.2.8.2 Click on the trend menu bar on desktop

	PHARMA DEVILS	
	ENGINEERING DEPARTMENT	

STANDARD OPERATING PROCEDURE

Department: Engineering	**SOP No.:**
Title: Operation of BMS	**Effective Date:**
Supersedes: Nil	**Review Date:**
Issue Date:	**Page No.:**

4.2.8.3 Trend graphic will display then select trend DB

4.2.8.4 Trend data base folder will open.

4.2.8.5 Select the appreciate system drag it and left on the trend graphics.

4.2.8.6 Trend data will open on graphical representation.

5.0   SAFETY AND PRECAUTIONS:

Not Applicable.

6.0   REVISION HISTORY

Revision No.	**Reason for Revision**	**Superseded from & date**
00	New	----

7.0   REFERENCES

Manufacturer Manual.

8.0   ABBREVIATIONS

BMS: Building Management System.

DDC: Digital Direct Control.

MCB: Miniature Circuit Breaker.

PC: Personal Computer.

LED: light Emitting Diode

UPS: Uninterrupted Power Supply.

AHU: Air Handling Unit.

DB: Distribution Board

9.0   ANNEXURE

N/A