

Functional Performance Test (FPT)

System Function Matrix & Sign-off

Test each building system against its design intent: record the expected result, the measured value and a pass/fail verdict.



Also available digitally
This checklist can also be completed on a **phone, tablet or PC** in flowdit. Add photos, notes and actions to each item, and generate the report automatically.
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Project / building		Date	
Commissioning agent		System	

Functional performance matrix

#	Function / system	Expected result	Measured	Pass / Fail	Notes
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

Acceptance decision

Rule: a function is accepted only when the measured result meets the design expectation.

Outcome: ☐ All functions pass ☐ Retest required ☐ Deficiencies logged

Commissioning agent

Owner representative

Name / Signature / Date

Name / Signature / Date