New Pool Start-Up Checklist

For owners coordinating the first fill and initial care of a newly installed or newly finished residential pool. Use the written plan for your exact surface and equipment. This is a startup record, not a universal chemical recipe or a substitute for professional commissioning.

Date / surface type: _____ Builder / startup contact: _____ Next check / release date: _____

Before you start

- Get the builder's written filling and startup plan before filling. Record surface type, responsible technician, required readings, equipment restrictions and release dates. New plaster, fiberglass and vinyl instructions differ.
- Keep swimmers and pets out during filling, commissioning and treatment. Do not drain a new pool, open pressure equipment, change plumbing or perform electrical work; escalate problems to the builder or qualified service.
- A completed task records an action, not permission to swim. Repeated brushing, testing and follow-up continue on the specified schedule even after a box is checked.

Agree the first-fill plan

- [ ] **Confirm the surface-specific startup plan (Essential)**

  Record the finish, installation date and written startup procedure. Identify who authorizes filling, treatment and equipment use; resolve conflicting instructions with the builder before starting.

- [ ] **Collect equipment manuals and handover contacts (Essential)**

  Record installed models, warranty requirements and emergency/service contacts. Have the installer demonstrate normal controls and shutdown procedures; commissioning and electrical work stay with qualified personnel.

- [ ] **Prepare testing and surface-compatible tools (Essential)**

  Gather current test supplies, the specified brush and the protective equipment required by product labels. Use only cleaners and tools approved for the new surface.

- [ ] **Confirm barriers and controlled access (Essential)**

  Keep the fill area inaccessible to children and pets. Check barriers and gates, and use the separate safety checklist before any swimming.

Fill and commission under the written plan

- [ ] **Record the fill-water baseline (Essential)**

  Arrange the fill-water tests required by the startup plan, including pH, alkalinity, calcium hardness and metals where specified. Save results before deciding on treatment.

- [ ] **Follow the builder's filling method and endpoint (Essential)**

  Use the approved water source, hose placement and filling instructions. Follow any continuous-fill requirement for the finish; call the builder about interruptions, supply problems or unexpected conditions rather than improvising.

- [ ] **Have initial equipment operation confirmed (Essential)**

  Once the specified operating level is reached, have the responsible installer or technician confirm circulation, startup settings and absence of visible faults. Do not run a pump dry or open pressurized components.

- [ ] **Record the required initial filtration schedule (Essential)**

  Follow the surface-specific startup plan and equipment manual for initial circulation. Record settings and check-ins; there is no single runtime suitable for every new pool.

Track initial water and surface care

- [ ] **Repeat and record the prescribed water tests (Essential)**

  Test on the startup schedule and record actual results, treatment and retest times. The new-finish plan may require more frequent checks than a routine maintenance visit.

- [ ] **Use only the indicated, approved treatment (Essential)**

  Follow the plan, actual test results and product labels for sequence, dosage and waiting periods. Never mix chemicals. Keep swimmers out until re-entry conditions are met; seek help when instructions conflict.

- [ ] **Carry out the specified new-finish brushing (If Applicable)**

  If the installed surface’s startup plan requires initial brushing or dust removal.

  For cementitious finishes, follow the applicator’s brushing schedule and dust-removal method using approved tools. Do not substitute a robotic or wheeled cleaner before its use is authorized.

- [ ] **Confirm heater and automatic-cleaner release (If Applicable)**

  If a heater or automatic cleaner will be used.

  Record when the finish and equipment providers allow heating and automatic cleaning. Do not enable them early to speed startup; consult the responsible technician if release conditions remain unclear.

- [ ] **Confirm salt and generator commissioning timing (If Applicable)**

  If a salt chlorine generator is installed.

  For a salt system, get authorization for salt addition and generator operation for this finish. Follow the exact model manual and finish instructions; do not copy another pool’s salt target or waiting period.

Release and retain the startup record

- [ ] **Confirm readiness before the first swim (Essential)**

  Obtain the responsible provider’s startup release, suitable sanitizer and pH results, clear visibility and safe circulation. Meet label re-entry requirements and complete the pool safety checks before allowing access.

- [ ] **Keep the startup log and ongoing schedule (Essential)**

  Retain readings, photos, treatment records and unresolved issues. Record the next visit and transition to routine maintenance without ending any finish-care requirements still in effect.

Notes / additional tasks

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