

## SOLAR THERMAL COMMISSIONING CHECKLIST

This Commissioning Checklist is to be completed in full by the competent person who commissioned the Solar Thermal System and associated equipment as a means of demonstrating compliance with the appropriate Building Regulations and then handed to the customer to keep for future reference.

Failure to install and commission this equipment to the manufacturer's instructions may invalidate the warranty but does not affect statutory rights.

Customer Name \_\_\_\_\_ Telephone Number \_\_\_\_\_  
 Address \_\_\_\_\_  
 Commissioned by (print name) \_\_\_\_\_  
 Company Name \_\_\_\_\_ Telephone Number \_\_\_\_\_  
 Company Address \_\_\_\_\_  
 \_\_\_\_\_ Commissioning Date \_\_\_\_\_

**To be completed by the customer on receipt of a Building Regulations Compliance Certificate.**

Building Regulations Notification Number (if applicable) \_\_\_\_\_

Confirmation that required areas of the installation have been notified to Local Authority Building Control (LABC)

a). Initials of commissioning engineer \_\_\_\_\_

b). Competent Persons Scheme (CPS) details or details of LABC direct notification \_\_\_\_\_

Confirmation that panels have been installed without lessening the structure, weathering and fire resistance of the roof in accordance with the relevant Building Regulations and standards. Initials of commissioning engineer \_\_\_\_\_

### COLLECTOR DETAILS

Make of collector \_\_\_\_\_ Model of collector \_\_\_\_\_  
 Serial number of each collector: (if more than 6 collectors please append additional sheet) \_\_\_\_\_  
 i. \_\_\_\_\_ ii. \_\_\_\_\_ iii. \_\_\_\_\_  
 iv. \_\_\_\_\_ v. \_\_\_\_\_ vi. \_\_\_\_\_

### INSTALLATION DETAILS

Solar System Operating Pressure \_\_\_\_\_ bar (cold) Expansion vessel air/nitrogen charge \_\_\_\_\_ bar (cold)  
 Expansion or drain back vessel size \_\_\_\_\_ litres  
 Operating correctly: Yes  Treated for leaks and flushed: Yes  Filled and purged for air: Yes   
**System heat transfer fluid details:**  
 What type/make of heat transfer fluid used? \_\_\_\_\_ System volume \_\_\_\_\_ litres  
 What is the fluid mix: Water \_\_\_\_\_ % Glycol \_\_\_\_\_ %  
 Frost protection provided to \_\_\_\_\_ °C  
 Is the installation in a hard water area (above 200ppm)? Yes  No   
 If yes, has a water scale reducer been fitted or has Tmax been limited to 60°C? Yes  No   
 What type of scale reducer has been fitted? \_\_\_\_\_  
 Air purged from solar primary circuit: Yes  Primary circuit valves and air vent(s) set to final operating positions: Yes   
 Pump speed setting recorded: Speed setting \_\_\_\_\_ Max flow rate \_\_\_\_\_ litres/min  
 Solar primary circuit pressure relief valves tested for correct operation: Yes  Location \_\_\_\_\_  
 Device for limiting hot water temperature outlets has been fitted: Yes  No   
 Type \_\_\_\_\_ Location \_\_\_\_\_  
 All exposed pipework lagged in accordance with regulations using suitably temperature rated materials Yes   
 For unvented hot water storage cylinder, will controls stop solar fluid circulation in the event of cylinder overheating? Yes

### SOLAR SYSTEM CONTROLS

Make and model of DTC \_\_\_\_\_  
 Temperature sensors checked and operating correctly Yes   
 Differential Temperature Controller (DTC) settings: T on \_\_\_\_\_ °C T off \_\_\_\_\_ °C  
 T max \_\_\_\_\_ °C Other DTC Settings \_\_\_\_\_  
 Thermostat located in back-up heating zone of cylinder Yes  No   
 Have optimum settings for HW controls been explained to the customer? Yes  No   
 Does this include Legionella Bacteria protection settings with back up heating system to bring boiler volume to 60°C for an hour once a day? Yes  No   
 Electrical installation is accordance with BS7671 Yes   
 Location of electrical isolation switch to solar control/pump unit \_\_\_\_\_

### ALL INSTALLATIONS

The heating and hot water system complies with the appropriate Building Regulations Yes   
 The system and associated products have been installed and commissioned in accordance with the manufacturer's instructions Yes   
 The efficient operation of system and its controls have been demonstrated to and understood by the customer Yes   
 The manufacturer's literature, including Benchmark Checklist and Service Record, has been explained and left with the customer Yes

Commissioning Engineer's Signature \_\_\_\_\_  
 Customer's Signature \_\_\_\_\_  
 To confirm satisfactory demonstration and receipt of manufacturer's literature)

\* All installations in England and Wales must be notified to Local Authority Building Control (LABC) either directly or through a Competent Persons Scheme. A Building Regulations Compliance Certificate will then be issued to the customer.



## Service Record

It is recommended that your heating system is serviced regularly and that the appropriate Service Record is completed.

### Service Provider

Before completing the appropriate Service Record below, please ensure you have carried out the service as described in the manufacturer's instructions.

Always use the manufacturer's specified spare part when replacing controls.

**Service 1**    Date \_\_\_\_\_

Energy Efficiency Checklist completed?    YES     NO

Engineer Name \_\_\_\_\_

Company Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Comments \_\_\_\_\_

Signature \_\_\_\_\_

**Service 2**    Date \_\_\_\_\_

Energy Efficiency Checklist completed?    YES     NO

Engineer Name \_\_\_\_\_

Company Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Comments \_\_\_\_\_

Signature \_\_\_\_\_

**Service 3**    Date \_\_\_\_\_

Energy Efficiency Checklist completed?    YES     NO

Engineer Name \_\_\_\_\_

Company Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Comments \_\_\_\_\_

Signature \_\_\_\_\_

**Service 4**    Date \_\_\_\_\_

Energy Efficiency Checklist completed?    YES     NO

Engineer Name \_\_\_\_\_

Company Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Comments \_\_\_\_\_

Signature \_\_\_\_\_

**Service 5**    Date \_\_\_\_\_

Energy Efficiency Checklist completed?    YES     NO

Engineer Name \_\_\_\_\_

Company Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Comments \_\_\_\_\_

Signature \_\_\_\_\_

**Service 6**    Date \_\_\_\_\_

Energy Efficiency Checklist completed?    YES     NO

Engineer Name \_\_\_\_\_

Company Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Comments \_\_\_\_\_

Signature \_\_\_\_\_

**Service 7**    Date \_\_\_\_\_

Energy Efficiency Checklist completed?    YES     NO

Engineer Name \_\_\_\_\_

Company Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Comments \_\_\_\_\_

Signature \_\_\_\_\_

**Service 8**    Date \_\_\_\_\_

Energy Efficiency Checklist completed?    YES     NO

Engineer Name \_\_\_\_\_

Company Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Comments \_\_\_\_\_

Signature \_\_\_\_\_

**Service 9**    Date \_\_\_\_\_

Energy Efficiency Checklist completed?    YES     NO

Engineer Name \_\_\_\_\_

Company Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Comments \_\_\_\_\_

Signature \_\_\_\_\_

**Service 10**    Date \_\_\_\_\_

Energy Efficiency Checklist completed?    YES     NO

Engineer Name \_\_\_\_\_

Company Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Comments \_\_\_\_\_

Signature \_\_\_\_\_