

Start procedure for servicing / commission	Quiz the customer on the appliance history						Acceptable		
	Check the appliance before you start						yes	no	n/a
	* Visually inspect ALL the gas pipe work						yes	no	
	* Visually inspect ALL gas appliances, their flues and ventilation						yes	no	n/a
	Let-by / Tightness test		Let by rise		mb	Tightness drop			mb
	Working pressure at meter		Appliance used			Pressure			mb
Standing pressure								mb	
strip clean or check:	Burners	yes	no	n/a	Fan				
	Injectors	yes	no	n/a	Gas taps				
	Pilot assembly	yes	no	n/a	Thermostats				
	Lint arresters	yes	no	n/a	Oven bypass adjuster				
	Flue ways	yes	no	n/a	Automatic valves				
	Heat exchanger	yes	no	n/a	Slow ignition device				
Reassemble appliance and re-commission	Flue flow test (test open flued appliance before rebuild)						yes	no	n/a
	After rebuild check for gas leaks						yes	no	n/a
(Follow commission procedure) CHECK the following components are operating satisfactorily	F.S.D.	yes	no	n/a	Fan pressure switch				
	V.S.D.	yes	no	n/a	Gas taps				
	Multifunction control	yes	no	n/a	Automatic gas valve				
	Solenoid / Modulating Coil	yes	no	n/a	Slow ignition device				
	Thermostat /Thermistor	yes	no	n/a	Cooker bypass rate				
	Regulator	yes	no	n/a	Lid safety device				
	Ignition system	yes	no	n/a	other				
CHECK all other controls are working	(Boilers) timers, zone valves, room thermostats, etc						yes	no	n/a
	(Cookers) Lights, timers, rotisseries, etc						yes	no	n/a
	(Fires) Lights, flicker devices etc						yes	no	n/a
	(Water heaters) sticker explaining run for 5 min maximum (flueless)						yes	no	n/a
Tests required	Burner pressure	Data badge		Actual			yes	no	
	Visual inspection of flames						yes	no	
	Combustion Performance Analysis	Data badge	Co2		Actual	Co2		yes	no
		Co / co2 ratio			Co / co2 ratio			yes	no
	Heat input	Data badge		Actual			yes	no	
	If any of the above test figures do not match up with the data badge you may need to check: Meter governor, Pipework, or Appliance Regulator, Injectors, etc								
	Flow rates & temp	Data badge		Actual			yes	no	n/a
	Ventilation	Required		Actual			yes	no	
	Spillage test						yes	no	n/a
	Final tightness test						yes	no	
	Has the installation passed:						yes	no	
	Recommendations:								
<p>Upon completion of the service, (IMPORTANT)</p> <p>Complete a final tightness test</p> <p>Complete Benchmark Certificate (if new install complete fully. if serviced complete service section.)</p> <p>Explain the safe use of the appliance to the customer, and cleaning procedures</p> <p>Leave all documentation with the customer and explain service intervals (service every 12 months)</p> <p>Explain safety procedures for gas what to do in an emergency and where and how to turn the gas off</p>									

