

**Start procedure for servicing**

Quiz the customer on the appliance history
Check the appliance before you start
* Visually inspect ALL the gas pipe work
* Visually inspect ALL gas appliances, their flues and ventilation
Carry out let-by and Tightness test

**Acceptable**

yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a

**Disconnect appliance and strip down to clean or check;**

Burners
Injectors
Pilot assembly
Lint arresters
Flue ways
Heat exchanger

yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a

Fan
Gas taps
Thermostats
Oven bypass adjuster
Automatic valves
Slow ignition device

yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a

**Reassemble appliance and re-commission;**

Flue flow test (test open flued appliance before rebuild)
After rebuild check for gas leaks

yes	no	n/a
yes	no	n/a

**(Follow commission procedure)**

CHECK the following components are operating satisfactorily

F.S.D.
V.S.D.
Multifunction control
Solenoid / Modulating Coil
Thermostat /Thermistor
Regulator
Ignition system

yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a

Fan pressure switch
Gas taps
Automatic gas valve
Slow ignition device
Cooker bypass rate
Lid safety device
other

yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a

CHECK all other components and controls are operating satisfactorily

( Boilers) timers, zone valves, room thermostats, etc
(Cookers) Lights, timers, rotisseries, etc
(Fires) Lights, flicker devices etc
(Water heaters) sticker explaining run for 5 min maximum (flueless)

yes	no	n/a
yes	no	n/a
yes	no	n/a
yes	no	n/a

**Tests required**

Burner pressure	Data badge		Actual	
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yes	no
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Combustion Performance Analysis	Data badge	Co2		Actual	Co2	
	Co / co2 ratio			Co / co2 ratio		

yes	no
yes	no

Heat input	Data badge		Actual	
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yes	no
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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	
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yes	no	n/a
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Ventilation	Required		Actual	
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yes	no
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Spillage test
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yes	no	n/a
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Has the installation passed:
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yes	no
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Recommendations:
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**Upon completion of the service, (IMPORTANT)**

Complete a final tightness test

Complete Benchmark Certificate (if new install complete fully. if serviced complete service section.)

Explain the safe use of the appliance to the customer, and cleaning procedures

Leave all documentation with the customer and explain service intervals (service every 12 months)

Explain safety procedures for gas what to do in an emergency and where and how to turn the gas off

