

# Your HETAS Inspection Checklist



## BEFORE THE DAY:

TICK  
HERE

Arrange the inspection with a customer	<input type="checkbox"/>
Email/advise the inspector of the following:	<input type="checkbox"/>
<b>a)</b> Your customers name & phone number	<input type="checkbox"/>
<b>b)</b> Address of the inspection	<input type="checkbox"/>
<b>c)</b> Type of work completed	<input type="checkbox"/>
<b>d)</b> Appliance installed	<input type="checkbox"/>

## ON THE DAY:

The inspection will be conducted to ensure compliance to Building Regulations, Manufacturer's instructions & relevant standards.	<input type="checkbox"/>
The appliance should be unlit and cold	<input type="checkbox"/>
You may be asked to dismantle/remove inspection panels or internal throat plates/baffles for inspection	<input type="checkbox"/>
Please provide a method to warm the flue (e.g. blow lamp) & smoke pellets capable of burning for a minimum of 60 seconds with a minimum smoke volume of 15m <sup>3</sup> for a smoke test 2.	<input type="checkbox"/>
Please ensure fuel and a means of ignition is available as a flue draught reading may be required, please ensure you have your draught gauge available where applicable.	<input type="checkbox"/>
Please ensure there is access to loft space should an internal chimney system be fitted	<input type="checkbox"/>
Please check chimney designation details are available	<input type="checkbox"/>

## DOCUMENTATION REQUIRED ON THE DAY:

A copy of your contract	<input type="checkbox"/>
Manufacturer's instructions	<input type="checkbox"/>
HETAS Technical Handbook	<input type="checkbox"/>
Any design schematics (particularly for Wet/heating systems)	<input type="checkbox"/>
Any Factory Insulated Twin Wall Flue Instructions/Schematics or Calculations	<input type="checkbox"/>
A commissioning certificate <b>and</b> a certificate of compliance <b>(For New Registrations, please complete the PRA Assessment Form)</b>	<input type="checkbox"/>
Relevant sections of Approved Document J & G (where appropriate)	<input type="checkbox"/>
Water Regulations handbook (where appropriate)	<input type="checkbox"/>
Copy of your Complaints Log and any Risk Assessment templates	<input type="checkbox"/>