

Benchmark Commissioning and Servicing Section

It is a requirement that the boiler is installed and commissioned to the manufacturers instructions and the data fields on the commissioning checklist completed in full.

To instigate the boiler guarantee the boiler needs to be registered with the manufacturer within one month of the installation.

To maintain the boiler guarantee it is essential that the boiler is serviced annually by a Gas Safe registered engineer who has been trained on the boiler installed. The service details should be recorded on the Benchmark Service Interval Record and left with the householder.



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GAS BOILER SYSTEM COMMISSIONING CHECKLIST

This Commissioning Checklist is to be completed in full by the competent person who commissioned the boiler 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 according to the manufacturer's instructions and complete this Benchmark Commissioning Checklist will invalidate the warranty. This does not affect the customer's statutory rights.

Customer name:				Telephone number:			
Address:							
Boiler make and model:							
Boiler serial number:							
Commissioned by (PRINT NAME):				Gas Safe register number:			
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):							
CONTROLS (tick the appropriate boxes)							
Time and temperature control to heating		Room thermostat and programmer/timer		Programmable room thermostat			
		Load/weather compensation		Optimum start control			
Time and temperature control to hot water		Cylinder thermostat and programmer/timer		Combination Boiler			
Heating zone valves		Fitted		Not required			
Hot water zone valves		Fitted		Not required			
Thermostatic radiator valves		Fitted		Not required			
Automatic bypass to system		Fitted		Not required			
Boiler interlock				Provided			
ALL SYSTEMS							
The system has been flushed and cleaned in accordance with BS7593 and boiler manufacturer's instructions						Yes	
What system cleaner was used?							
What inhibitor was used?						Quantity	
						litres	
Has a primary water system filter been installed?						Yes	
						No	
CENTRAL HEATING MODE measure and record:							
Gas rate		m ³ /hr		OR		ft ³ /hr	
Burner operating pressure (if applicable)		mbar		OR Gas inlet pressure		mbar	
Central heating flow temperature						°C	
Central heating return temperature						°C	
COMBINATION BOILERS ONLY							
Is the installation in a hard water area (above 200ppm)?						Yes	
						No	
If yes, and if required by the manufacturer, has a water scale reducer been fitted?						Yes	
						No	
What type of scale reducer has been fitted?							
DOMESTIC HOT WATER MODE Measure and Record:							
Gas rate		m ³ /hr		OR		ft ³ /hr	
Burner operating pressure (at maximum rate)		mbar		OR Gas inlet pressure at maximum rate		mbar	
Cold water inlet temperature						°C	
Hot water has been checked at all outlets						Yes	
						Temperature	
						°C	
Water flow rate						l/min	
CONDENSING BOILERS ONLY							
The condensate drain has been installed in accordance with the manufacturer's instructions and/or BS5546/BS6798						Yes	
ALL INSTALLATIONS							
Record the following:		At max. rate:		CO		ppm	
		AND		CO/CO ₂		Ratio	
		At min. rate: (where possible)		CO		ppm	
		AND		CO/CO ₂		Ratio	
The heating and hot water system complies with the appropriate Building Regulations						Yes	
The boiler and associated products have been installed and commissioned in accordance with the manufacturer's instructions						Yes	
The operation of the boiler and system 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 Interval 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 01					Date:
Engineer name:					
Company name:					
Telephone No:					
Gas safe register No:					
Record:	At max. rate:	CO	ppm	AND	CO ₂ %
	At min. rate: (Where Possible)	CO	ppm	AND	CO ₂ %
Comments:					
Signature					

SERVICE 02					Date:
Engineer name:					
Company name:					
Telephone No:					
Gas safe register No:					
Record:	At max. rate:	CO	ppm	AND	CO ₂ %
	At min. rate: (Where Possible)	CO	ppm	AND	CO ₂ %
Comments:					
Signature					

SERVICE 03					Date:
Engineer name:					
Company name:					
Telephone No:					
Gas safe register No:					
Record:	At max. rate:	CO	ppm	AND	CO ₂ %
	At min. rate: (Where Possible)	CO	ppm	AND	CO ₂ %
Comments:					
Signature					

SERVICE 04					Date:
Engineer name:					
Company name:					
Telephone No:					
Gas safe register No:					
Record:	At max. rate:	CO	ppm	AND	CO ₂ %
	At min. rate: (Where Possible)	CO	ppm	AND	CO ₂ %
Comments:					
Signature					

SERVICE 05					Date:
Engineer name:					
Company name:					
Telephone No:					
Gas safe register No:					
Record:	At max. rate:	CO	ppm	AND	CO ₂ %
	At min. rate: (Where Possible)	CO	ppm	AND	CO ₂ %
Comments:					
Signature					

SERVICE 06					Date:
Engineer name:					
Company name:					
Telephone No:					
Gas safe register No:					
Record:	At max. rate:	CO	ppm	AND	CO ₂ %
	At min. rate: (Where Possible)	CO	ppm	AND	CO ₂ %
Comments:					
Signature					

SERVICE 07					Date:
Engineer name:					
Company name:					
Telephone No:					
Gas safe register No:					
Record:	At max. rate:	CO	ppm	AND	CO ₂ %
	At min. rate: (Where Possible)	CO	ppm	AND	CO ₂ %
Comments:					
Signature					

SERVICE 08					Date:
Engineer name:					
Company name:					
Telephone No:					
Gas safe register No:					
Record:	At max. rate:	CO	ppm	AND	CO ₂ %
	At min. rate: (Where Possible)	CO	ppm	AND	CO ₂ %
Comments:					
Signature					

SERVICE 09					Date:
Engineer name:					
Company name:					
Telephone No:					
Gas safe register No:					
Record:	At max. rate:	CO	ppm	AND	CO ₂ %
	At min. rate: (Where Possible)	CO	ppm	AND	CO ₂ %
Comments:					
Signature					

SERVICE 10					Date:
Engineer name:					
Company name:					
Telephone No:					
Gas safe register No:					
Record:	At max. rate:	CO	ppm	AND	CO ₂ %
	At min. rate: (Where Possible)	CO	ppm	AND	CO ₂ %
Comments:					
Signature					

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