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### Operational Procedure No 3

## Inspection Criteria and Performance Marking Scheme for New, Upgraded and Existing Domestic Gas Installation

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### Scope

This document defines the Inspection Criteria and Performance Marking Scheme to be applied by the Gas Safety Supervisory Body i.e. Register of Gas Installers of Ireland (RGII) when inspecting *Gas Works*<sup>1</sup> carried out by Registered Gas Installers (RGIs), for new, upgraded or existing domestic gas installations. The requirements placed on a RGI in rectifying non-conformances are also outlined.

All inspections are carried out to ensure compliance with *Domestic Gas Installations*+Irish Standard 813 (I.S. 813) and manufacturer's instructions, where applicable. Information contained in this document is intended to comply with I.S. 813 and the contents of it cannot either conflict with or supersede the requirements of I.S. 813.

### Application

Representatives of the RGII are required to apply this criteria and performance marking scheme, when carrying out an inspection for safety and compliance of a domestic gas installation using inspection/audit report form (G10) (See Appendix B). A copy of this document and related forms is available on [www.rgii.ie](http://www.rgii.ie)

### **Gas works carried out by an installer who is not a Registered Gas Installer (RGI)**


In the event of an inspector discovering that a person not registered as an RGI has carried out *gas works*, where applicable, a *Notice of Hazard* shall be issued to the consumer. If the gas supply is being isolated at the meter, the Network Operator must be informed. Every effort shall be made by the Inspector to establish the identity of the person who carried out the gas work and that this information is returned to the Inspections Manager at RGII. Information regarding the safety of the installation should be confirmed to the consumer by the RGII inspector.

### **Identifying, coding and performance marking non-conformances**

To assist in the task of Risk Monitoring and Safety Inspection reporting to RGII, this document sets out the method of identifying, coding and performance marking non-conformances by relating them to the risk. The inspector should apply performance marking based on the safety risks identified. (See Appendix A)

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<sup>1</sup> As defined by Gas Works Regulations 2009 - S.I. 225

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## Code definitions and performance marking points

**Code Red:** A non-conformance, with a performance mark of **10 points**

Very serious; this applies to an installation, or aspect thereof, not conforming to I.S. 813, where the immediate or direct result of its intended use would be extremely likely to cause a hazard to persons or property.

**Code Orange:** A non-conformance, with a performance mark of **5 points**

Serious; this applies to an installation, or aspect thereof, not conforming to I.S.813, where its intended use would have the potential to cause a hazard to persons or property.

**Code Lemon:** A non-conformance, with a performance mark of **1 point**

Minor; this applies to an installation, or aspect thereof, not conforming to I.S. 813, where its intended use would be highly unlikely to cause a hazard to persons or property.

**Code Green:** No non-conformances with a performance mark of **0 points**

This applies to an installation conforming to I.S. 813.

Risks with corresponding defect codes and performance marking points are listed in **Appendix A** of this document

## Inspections Undertaken on New, Upgraded Domestic Gas Installation

**As a general rule the inspection consist of two aspects:**

**1) Pipe-Work and Gas Soundness:** This should include visual inspection of visible pipe-work between gas supply valve and appliance valve(s) throughout the premises and soundness testing of same. Results shall be recorded by the RGII inspector on inspection/audit form (G10). (See Appendix B)


**2) Appliances:** As each appliance has specific requirements relating to its safe installation and use, each appliance should be inspected in all aspects for compliance with I.S.813 and manufacturers guidelines, where applicable. Results shall be recorded by the RGII inspector on inspection/audit form (G10).

## Actions on completion of Inspection on New, Upgraded and Existing Installations

Safety and other actions to be taken by appropriate persons on assignment of a defect code for non conformance with the standard I.S.813 are described briefly as follows.

**Code Red: A non-conformance, with a performance mark of 10 points**

**RGII Inspector** will issue a Notice of Hazard to the customer, isolate the gas installation, or part thereof as appropriate, and inform the user. If the gas supply is being isolated at the meter, the Network Operator must be informed. The RGII inspector will notify the RGI immediately, requesting rectification. The inspector then furnishes a report (i.e. the G10 form) to the RGII Inspections Manager for consideration. The RGII Inspector will input the results of the inspection and points accrued into the RGII database where it will be held on the file of the RGI concerned. This data will

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be utilised for risk monitoring purposes. An RGI may be subject to additional ongoing inspections as a result of the accumulation of non-conformance points.

**RGI** is required to rectify the non-conformance, issue a Declaration of Conformance (if appropriate) and confirm rectification to RGII within 24 hours. The RGI must explain in writing the reason for the non-conformance, as well as completing the Installer Evaluation (G22) part of inspection/audit form (G10).

**RGII Inspections Manager** will consider the inspectors report and the RGI response. If appropriate, the Inspections Manager will submit a complaint to the Disciplinary Committee for consideration. This complaint is then dealt with through the %Disciplinary Procedure.+

**Code Orange: A non-conformance, with a performance mark of 5 points**

**RGII Inspector** will issue a ~~Notice of Hazard~~ to the customer, isolate the gas installation, or part thereof as appropriate, and inform the user. If the gas supply is being isolated at the meter, the Network Operator must be informed. The inspector will notify the RGI immediately, requesting rectification. The inspector then furnishes a report (G10) to the RGII Inspections Manager for consideration. The Inspector will input the results of the inspection and points accrued into the RGII database where it will be held on the file of the RGI concerned. This data will be utilised for risk monitoring purposes. An RGI may be subject to additional ongoing inspections as a result of the accumulation of non-conformance points.

**RGI** is required to rectify the non-conformance within three working days, issue a Declaration of Conformance (if appropriate) and confirm rectification to RGII within 14 days. The RGI must explain in writing the reason for the non-conformance, as well as completing the Installer Evaluation (G22) part of inspection/audit form (G10).


**RGII Inspections Manager** will consider the inspectors report and the RGI response. If appropriate, the Inspections Manager will submit a complaint to the Disciplinary Committee for consideration. This complaint is then dealt with through the %Disciplinary Procedure+.

**Code Lemon: A non-conformance, with a performance mark of 1 point**

**RGII Inspector** will issue a ~~Notice of Hazard~~ (if appropriate) and inform the user. The inspector then furnishes a report (G10) to the RGII Inspections Manager for consideration. The Inspector will input the results of the inspection and points accrued into to the RGII database where it will be held on the file of the RGI concerned. This data will be utilised for risk monitoring purposes. An RGI may be subject to additional ongoing inspections as a result of the accumulation of non-conformance points.

**RGI** is required to rectify the non conformance within 14 days, issue a Declaration of Conformance (if appropriate) and confirm rectification to RGII within 21 days. The RGI must explain in writing the reason for the non-conformance, as well as completing the Installer Evaluation (G22) part of inspection/audit form (G10).

**RGII Inspections Manager** will consider the inspectors report and the RGI response. If appropriate the Inspections Manager will submit a complaint to the Disciplinary Committee for consideration. This complaint is then dealt with through the %Disciplinary Procedure+.

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**Code Green: No non-conformances, with a performance mark of 0 points**

**RGII Inspector** will input the results of the inspection into the RGII database where it will be held on the file of the RGI concerned. This data will be utilised for risk monitoring purposes.

**Inspection of Registered Gas Installers (RGI) working on Existing Domestic Gas Installations**

This section of the Inspection Criteria and Performance Marking scheme sets out a method by which existing domestic gas installations already constructed and commissioned shall be inspected by a Registered Gas Installer (RGI) to ensure that the installation is safe for continued operation.

This Annex E+(I.S.813) inspection **must** be carried out by an RGI, when working on an existing installation, at the time of Inspection /audit by the RGII inspector. (This Annex E+inspection may or may not be carried out on existing installations at other times by the RGI depending on the customer's requirements).

**Inspections Undertaken on Existing Domestic Gas Installations**

Inspection for safety by a RGI of existing domestic gas installations should always be carried out in accordance with the recommendations contained in Annex E+ of the current edition of I.S. 813 Domestic Gas Installations+.

**The following (at a minimum) shall be checked:**


- 1) Gas soundness of the complete installation and connected appliances;
- 2) Visible condition of accessible gas pipe work and flexible connectors;
- 3) Adequacy of fixed air supply (all appliances),
- 4) Effectiveness of any flue or chimney (all appliances),
- 5) Appropriateness of appliance location (all appliances).

**NOTE**

Failure by the RGI to note non-conformances and/or take corrective action, i.e. issue a Notice of Hazard, will result in the RGII inspector applying the same coding and performance marking points as for new installations above e.g. Code Red non-conformance will carry a performance mark of 10 points etc. (See Appendix A)


**Actions on completion of Inspection on Existing Installations**

**RGI** Will issue a Declaration of Conformance for *gas works* carried out e.g. service /repair, safety inspection etc. The RGI will also issue a Notice of Hazard to the customer, if appropriate, and return a copy to RGII. If the gas supply is being isolated at the meter, the Network Operator must be informed. If it was appropriate to issue such a notice, but the RGI failed to do so, he shall explain in writing the reason for not doing so, as well as completing the Installer Evaluation (G22) part of inspection/audit form (G10).

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**RGII Inspector** will, if the RGI should have done but has failed to do so, issue a ~~A~~Notice of Hazard to the customer, isolate the gas installation, or part thereof as appropriate, and inform the user. If the gas supply is being isolated at the meter, the Network Operator must be informed. The inspector will immediately notify the RGI who carried out the original work, requesting rectification. The inspector then furnishes a report (G10) to the RGII Inspections Manager for consideration. The Inspector will input the results of the inspection and points accrued into the RGII database where it will be held on the file of the RGI concerned. This data will be utilised for risk monitoring purposes. An RGI may be subject to additional ongoing inspections as a result of the accumulation of non-conformance points.

**RGII Inspections Manager** will consider the inspectors report and the RGI response. If appropriate, the Inspections Manager will submit a complaint to the Disciplinary Committee for consideration. This complaint is then dealt with through the ~~%~~Disciplinary Procedure+.

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## Appendix A

The following is a sample list of risks with corresponding defect codes and performance marking non-conformance points. **This list is neither exhaustive nor exclusive** and all domestic gas installations shall conform to the Irish Standard 813 (I.S.813) and manufacturers instructions.

### Risk from Oxygen Depletion

#### **Code Red: a non-conformance, with a performance mark of 10 points**


Any non-conformance resulting in a risk of oxygen depletion where the immediate or direct result of the installations intended use would be extremely likely to cause a hazard to persons or property shall be assigned a Code Red, including but not limited to:

- **Any open-flued/flueless appliance showing incomplete or incorrect combustion due to:**
  - Insufficient supply of combustion air,
  - Incorrect gas rate setting,
  - Blockage or restriction of flue or incorrect flue geometry.
- **Any open-flued boiler, DFE or flueless fire which does not have a ventilation air vent to provide combustion air (as per Table 7 of I.S. 813)**
- **Any leakage or spillage of combustion products from appliance, fireplace/builders opening or flue (as per Annex E, Section E.6.2).**
- **Any open-flued or flueless appliance fitted in a location not permitted (see Table 3 & 4 of I.S. 813).**
- **Flueless instantaneous water heater in a location not permitted (as per I.S.813 amendment, Section E.6.6)).**
- **Air provision taken from or through rooms/spaces not permitted in I.S. 813 (as per Section 12.1.7):**
  - Flueless appliances . as per I.S. 813, Table 4
  - Open-Flued appliances . as per I.S. 813, Table 3
  - Gas fire closure plate not fitted or not sealed to builders opening.

#### **Code Orange: a non-conformance, with a performance mark of 5 points**

Any non-conformance resulting in a risk of oxygen depletion where the intended use would have the potential to cause a hazard to persons or property shall be assigned a Code Orange, including but not limited to:

- Combustion air provision insufficient for stated requirement in I.S. 813:
- Flueless appliance . Table 4
- Open-Flued appliance . Table 7
- Flue termination in contravention of I.S. 813, Table 5 Figures 5, 6 & 7
- Open-flued boiler/water heater not fitted with or incorrectly fitted with draught diverter.

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- Open-flued/flueless appliance installed after 01/01/1996 not fitted with automatic device, which shuts down the appliance in the event of flue failure (e.g. TTB or ASD or Oxystop.)
- Flue liner not fitted to existing brick or masonry chimney where required by I.S. 813.
- Flue liner not constructed as shown in Figure 4 of I.S. 813.
- Catchment space below flue not provided where required by I.S. 813 and manufacturer's instructions.

**Code Lemon: a non-conformance, with a performance mark of 1 point**

Any non-conformance resulting in a risk of oxygen depletion where the intended use would be highly unlikely to cause a hazard to persons or property shall be assigned a Code Lemon, including but not limited to:

- Flue pipe not jointed, clipped, supported or adequately protected from impact as required by I.S. 813 or not assembled to manufacturer's instructions.
- Accessible low-level flue terminal not fitted with terminal guard. (Generally accessible area, flue less than 2 meters above walkway)
- Gas rate incorrectly set to appliance with natural draught burner. (Minor . not causing incomplete combustion - see also Red Coding above)
- Combustion not properly set on forced draught burner. (Minor . not causing incomplete combustion - see also Red Coding above)

**Risk from Escaping Gas**

**Code Red a non-conformance, with a performance mark of 10 points**

Any non-conformance resulting in a risk from escaping gas where the immediate or direct result of the installations intended use would be extremely likely to cause a hazard to persons or property shall be assigned a Code Red, including but not limited to:


Any leak from an installation pipe-work or appliance when tested in accordance with relevant requirement of I.S. 813

Note: Where an appliance is supplied via an appliance valve more than 1 meter away from the appliance, then the supply pipe should be isolated at the appliance and pipe-work between remote valve and isolation point included in the soundness test.

**Code Orange a non-conformance, with a performance mark of 5 points**

Any non-conformance resulting in a risk from escaping gas where the intended use would have the potential to cause a hazard to persons or property shall be assigned a Code Orange, including but not limited to:

- Gas pipework not supported at correct intervals . see I.S. 813 Tables 1 & 2.
- Gas pipework exposed to possibility of accidental damage, as required by I.S. 813.
- Pipe sleeving not provided or applied correctly where required by I.S. 813.
- Pipe coating not provided or applied correctly where required by I.S. 813.
- New cooker installed, not incorporating flame supervision device / auto re-ignition device on all burners including hotplates, as required by I.S. 813.

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## **Risk from Fire**

### **Code Red a non-conformance, with a performance mark of 10 points**

Any non-conformance resulting in a risk from fire where the immediate or direct result of the installations intended use would be extremely likely to cause a hazard to persons or property shall be assigned a Code Red, including but not limited to:

- Immediate risk of combustion arising from appliance flame impingement or proximity

### **Code Orange a non-conformance, with a performance mark of 5 points**


Any non-conformance resulting in a risk from fire where the intended use would have the potential to cause a hazard to persons or property shall be assigned a Code Orange, including but not limited to:

- Combustion risks arising from flue proximity on through or near combustible materials, as per I.S. 813.
- Flue assembly not carried out as required by I.S. 813 or manufacturer's instructions.
- Open flued appliance fitted in a space opening to route of egress as follows (as per I.S. 813):
  - o under stairs opening into a hallway or on to a landing.
  - o in a cupboard or a compartment opening onto a hall, stairway or landing.
- Room sealed appliance fitted in space under stairs or in space opening to hallway or stairs, not protected by a smoke/fire alarm, as per I.S. 813.
- Length of flexible flue, accessible but not thermally insulated, as per I.S. 813.
- Appliance not adequately secured in accordance with Manufacturers recommendations.
- Anti-tilt device not fitted to cooker with a drop down main oven door and connected by flexible connection, as per I.S. 813.
- Appliance flexible connection incorrect material, routing or fixing, as per I.S. 813.
- Where gas meter location is remote from installation or in multi occupancy buildings - Gas isolation valve for premises not fitted or not clearly marked showing its purpose and off position, as per I.S. 813.

### **Code Lemon a non-conformance, with a performance mark of 1 point**

Any non-conformance resulting in a risk from fire where the intended use would be highly unlikely to cause a hazard to persons or property shall be assigned a Code Lemon, including but not limited to:

- Boiler fitted in compartment, where air-cooling required but not provided . see I.S. 813 Figure 8 and Table 6.
- Boiler fitted in compartment, required clearances from combustible materials not observed, as per I.S. 813.
- Open flued boiler fitted under stairs, not opening to a route of egress (eg. under-stairs compartment opening to outside through outside wall) with the stairs not protected from fire, as per I.S. 813.
- Premises isolation valve remote from area supplied through that valve (e.g. apartments, as per I.S. 813).
- Appliance valve:
  - o Not fitted
  - o Incorrect type

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- Inaccessible to user
- Fitted remote (more than one metre) from appliance but not clearly marked showing its purpose and off position.

### **Risk from Electrical Energy**

#### **Code Red a non-conformance, with a performance mark of 10 points**

Any non-conformance resulting in a risk from electrical energy where the immediate or direct result of the installations intended use would be extremely likely to cause a hazard to persons or property shall be assigned a Code Red, including but not limited to:

- Any gas appliance or control connected to mains voltage and fitted in bath or shower room, where a person standing in or on a bath or shower tray could touch the electrical control handle, button or knob.
- Any exposed conductors, terminals or connectors forming part of the installation

#### **Code Orange a non-conformance, with a performance mark of 5 points**

Any non-conformance resulting in a risk from electrical energy where the intended use would have the potential to cause a hazard to persons or property shall be assigned a Code Orange, including but not limited to:

- Wiring cable/flex not suited to installation loading or location (see Informative I.S. 813 Annex K)
- Double pole fused isolator not provided or fuse rating too high.
- When required by manufacturer's instructions, no permanent live provided to appliance for operation of safety device.

### **Risk From Over Pressurisation of Hot water**

#### **Code Red a non-conformance, with a performance mark of 10 points**


Any non-conformance resulting in a risk from over pressurisation of hot water where the immediate or direct result of the installations intended use would be extremely likely to cause a hazard to persons or property shall be assigned a Code Red, including but not limited to:

- No expansion route for heating system . see I.S. 813 Paragraph 8.7.3.
- Pressure vessel only, provided as an expansion route for system incorporating a solid fuel boiler . see I.S. 813 Paragraph 8.7.5.
- Safety/Pressure Relief Valve: not fitted on sealed system.

#### **Code Orange a non-conformance, with a performance mark of 5 points**

Any non-conformance resulting in a risk from over pressurisation of hot water where the intended use would have the potential to cause a hazard to persons or property shall be assigned a Code Orange, including but not limited to:

- Open, manually operable valve(s) on expansion route or upstream of safety valve.
- Obstruction/diameter reduction on water expansion pipe.
- Safety/Pressure Relief Valve:
  - Not fitted on open system

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- Incorrect type
- Incorrect rating

**Code Lemon a non-conformance, with a performance mark of 1 point**

Any non-conformance resulting in a risk from over pressurisation of hot water where the intended use would be highly unlikely to cause a hazard to persons or property shall be assigned a Code Lemon, including but not limited to:

- Safety/Pressure Relief Valve:
  - Not positioned where it can operate correctly.
  - Provision not made for safe discharge. (Eg. discharge could cause scalding or cause short circuit/failure of appliance electronic controls).
  - Not located/assembled/fitted in accordance with manufacturer's recommendations
- Expansion tank overflow discharging into another tank likely to cause contamination.

**User Safety Information**

**Code Orange a non-conformance, with a performance mark of 5 points**

(Any of the following shall be assigned Code Orange.)

- Declaration of Conformance Certificate not supplied to user.
- Information regarding location of gas isolation valve and/or gas pipework not advised (in writing) to user.

**Code Lemon a non-conformance, with a performance mark of 1 point**

(Any of the following shall be assigned Code Lemon.)

- Manufacturer's user instruction leaflet/booklet not supplied to user

**NOTE: CONSUMER PROTECTION INFORMATION**

The consumer should be advised in writing if any of the following (non safety issues) are noted during Safety Inspection of premises where gas central heating has been newly installed:

- Fill/vent arrangements operational but design or materials used in water circuit likely to lead to accelerated corrosion or pitting
- High-Limit (Pump Overrun) Thermostat or flow bypass not fitted where recommended by boiler manufacturer.
- Pressure gauge not visible or not fitted or located correctly on sealed system.
- Filling loop on sealed system not accessible.



Procedure

**Inspection Criteria and Performance Marking Scheme for New, Upgraded and Existing Domestic Gas Installations**

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**INSPECTION/AUDIT REPORT FOR NEW/EXISTING ANNEX E INSTALLATIONS**



PREMISES		INSTALLATION INSPECTION REPORT (G10)		INSTALLER DETAILS		INSPECTION DETAILS		CHECKS	
GRN:	Phone Number:	RGI No:	Name:	Company No:	Company Name:	Type:	Order No:	Code:	
Customer Address:	Customer Name:	Inspector Name:	Date Appoint. Made:	Date Confirmed:	Date of Completion:				
1	NEW INSTALLATION	EXISTING INSTALLATION	ANNEX E	OVEN	35	MAKE & MODEL			
2	METER FIT	EXISTING		OTHER APPLIANCES	36	MAKE & MODEL			
3	RESULT OF SOUNDNESS TESTS	SOUND	NEW METER	ALL	37	CE MARKED	YES	NO	
		SOUND	NOT SOUND	WET SIDE	38	SAFETY VALVE FITTED	YES	NO	
		SOUND	NOT SOUND	39	EXPANSION TEE'D FROM				
4	GAS PIPEWORK & FLEXIBLES	VISIBLE INSTALLATION	OK	40	COLD FEED				
		(type / location)	OK	41	PRESS. LOCATION	OK	OK	NOT OK	
5	ISOLATION VALVES		OK	42	P/GAUGE LOCATION	OK	OK	NOT OK	
6	MAKE			<b>Installer Evaluation (G22)</b>					
7	CE MARK	YES	NO	None Conformance and Rectification					
8	BOILER LOCATION OK	YES	NO	Reason:					
9	BOILER RATING			Notice of Hazard Issued					
10	INSTRUCTION MANUAL	YES	BTU/hr or kW	Yes <input type="checkbox"/> No <input type="checkbox"/>					
11	DECLARATION OF CONFORMANCE	YES	NO	Reason:					
12	COMMISSIONING DECLARATION P2	YES	CUST ADVISED	Notice of Hazard Issued					
			CUST ADVISED	Yes <input type="checkbox"/> No <input type="checkbox"/>					
13	FLUE GAS ANALYSIS (if required)	CO	ppm	Reason:					
			CO	Notice of Hazard Issued					
			CO	Yes <input type="checkbox"/> No <input type="checkbox"/>					
14	FLUE/FLUE LINER SIZE /TYPE			Reason:					
15	APPROVED COM. /LOCATION	YES	NO	Notice of Hazard Issued					
16	FLUE TEST	PASS	FAIL	Yes <input type="checkbox"/> No <input type="checkbox"/>					
17	IS FLUE GUARD FITTED?	YES	NO	Reason:					
18	FORCE DRAUGHT	YES	NO	Notice of Hazard Issued					
			NOT REOD	Yes <input type="checkbox"/> No <input type="checkbox"/>					
19	VENTILATOR SIZE	OUTSIDE WALL		Reason:					
20	IF COMPARTMENT	High	in <sup>3</sup> /min	Notice of Hazard Issued					
21	FIREPROOFING PROVIDED	YES	NO	Yes <input type="checkbox"/> No <input type="checkbox"/>					
22	IS SMOKE ALARM FITTED	YES	NO	Reason:					
23	BOILER ISOL. SWITCH FITTED	YES	NO	Notice of Hazard Issued					
24	HI LIMIT STAT FITTED	YES	NO	Yes <input type="checkbox"/> No <input type="checkbox"/>					
			NOT REOD	Reason:					
25	MAKE	FIRE 1	FIRE 2	Notice of Hazard Issued					
26	MODEL			Yes <input type="checkbox"/> No <input type="checkbox"/>					
27	TYPE			Reason:					
28	CE MARK (Visible)	Y/N	Y/N	Notice of Hazard Issued					
29	LOCATION OK	Y/N	Y/N	Yes <input type="checkbox"/> No <input type="checkbox"/>					
30	VENTILATION OK	Y/N	Y/N	Reason:					
31	FLUE TEST	PASS/FAIL	PASS/FAIL	Notice of Hazard Issued					
32	MAKE & MODEL			Yes <input type="checkbox"/> No <input type="checkbox"/>					
33	FLAME SUPERVISION DEVICE	YES	NO	Reason:					
34	AUTOMATIC REIGNITION	YES	NO	Notice of Hazard Issued					
				Yes <input type="checkbox"/> No <input type="checkbox"/>					

Forms G10(G11)(G22) - Version 2

White - RGI

Yellow - RGI Installer

N.B. ENSURE TICK MARK IS WITHIN THE BOX PROVIDED.

**Appendix B**