

## Appendix Q of the Standard Assessment Procedure

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#### **Heat Pump Installation Certificate**

The following installation certificate must be completed by the installer to identify the installed product(s) and configuration, and confirm they have been fitted and commissioned in accordance with MCS 001 *Installer Certification Scheme Requirements: Issue 1.5* and MIS 3005 *Requirements For Contractors Undertaking The Supply, Design, Installation, Set To Work Commissioning And Handover Of Microgeneration Heat Pump Systems* and the manufacturer's Installation Instructions. The following clauses in MIS3005 do not apply

- i) clause 3.2
- ii) clause 4.7

The installation certificate must be given to the customer with the recommendation it is retained; e.g. for future inspection when selling the property. The certificate must also be given to the SAP Assessor for inclusion in the SAP Assessment submission to Building Control in order to qualify for treatment under SAP Appendix Q.

**NOTE:** This guide and checklist has been superseded for dwellings assessed under 'The Building Regulations 2010', specifically SAP 2009 and Approved Documents L and F. Completion of this document is therefore only required for dwellings assessed by SAP 2005.

<b>Installation Certificate</b>	
<b>Full address of property</b>	
<b>Heat pump system installed</b>	
Technology Type	Heat Pump
Technology Category (delete all that do not apply, leaving only one)	<ol style="list-style-type: none"> <li>1. Air-Source Heat Pump (<i>air/water</i>)</li> <li>2. Ground-Source Heat Pump (<i>water/water</i>)</li> <li>3. Exhaust Air-Source Heat Pump with Whole House Mechanical Extract Ventilation - Exhaust air only (<i>air/water</i>)</li> <li>4. Exhaust Air-Source Heat Pump with Whole House Mechanical Extract Ventilation - Exhaust air plus mixed ambient air (<i>air/water</i>)</li> <li>5. Exhaust Air-Source Heat Pump with Whole House Balanced Mechanical Ventilation with Heat Recovery (<i>air/air</i>)</li> </ol>
Brand name	
Model name	
Model qualifier (if applicable)	

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<b>System Details</b>	
Services provided by the heat pump (delete all that do not apply)	Space heating Water heating Space cooling
Type of space heating distribution system (delete all that do not apply)	Radiators Underfloor Warm air
Hot water service provided by: (delete all that do not apply, leaving only one)	Heat pump only Heat pump + immersion heater Immersion heater only Integrated combi boiler Another system (none of the above)
Is an integral weather compensator built into the heat pump controller? (delete the one that does not apply)	Yes/No
If the heat pump has an integral weather compensator, has it been activated? (delete the one that does not apply)	Yes/No
I certify that the installation at the above address complies with the details in this Installation Certificate	
Name (print):	
Company (print):	
Company Address (print)	
Signature:	
Date:	