

Standard monitoring questions

General questions

Survey company			
Name of surveyor completing form			
Name of householder			
Address of householder			
Date of installation			
Date of inspection			
Was the energy efficiency work on a new dwelling?	Yes		
	No		
	Not known		
What is the dwelling type?			
End Terrace		Detached Bungalow	
Mid Terrace		Semi Bungalow	
Semi Detached		Flat	
Detached			
How many bedrooms does the property have?	1	4	
	2	5	
	3	Specify other	
Which fuel is used for heating?	Gas	Oil	
	Electric	LPG	
	Solid	Specify other	

Cavity wall insulation

When was the dwelling built?	Pre 1976	
	Post 1976	
Is the work guaranteed by a CIGA warranty?	Yes	
	No	
If not, has another form of guarantee for 25 years been provided?	Yes	
	No	
What insulation was used? [This question is for the installer to complete or can be checked by the inspector from the CIGA guarantee]	Mineral wool	
	Polystyrene bead	
	Urea formaldehyde	
	Other Please specify	
	Not known	
Is the use of this insulation material appropriate to the exposure zone of the dwelling?	Yes	
	No	
	Not known	
Does the drilling pattern used ensure that	Yes	

the insulation material is distributed as evenly as possible throughout the cavity?	No	
	Not known	
Have the injection holes been made good with materials that match the existing wall finish as closely as possible?	Yes	
	No	
	Not known	
Are all the air bricks and eaves vents clear of insulation material?	Yes	
	No	
	Not known	
Have the air bricks been sleeved to prevent material moving in the cavity and blocking the vent at a later date?	Yes	
	No	
	Not known	
Are all air vents particularly those for combustion appliances clear of insulation material?	Yes	
	No	
	Not known	

External wall insulation

Nature of original wall	Cavity or Solid?	
	Thickness (mm)	
	Description	
What insulation was used?	Expanded polystyrene (and render)	
	Extruded polystyrene (and render)	
	Mineral wool slab (and render)	
	Urethane foam (and render)	
	Other Please specify	
	Not known	
What is the thickness of the insulation?		mm
Are all the air bricks and eaves vents clear of insulation material?	Yes	
	No	
	Not known	
Are all air vents particularly those for combustion appliances clear of insulation material?	Yes	
	No	
	Not known	

Internal wall insulation

Nature of original wall	Cavity or Solid?	
	Thickness (mm)	
	Description	
What insulation was used?	Phenolic foam (and plasterboard)	
	Urethane foam (and plasterboard)	
	Mineral wool quilt (timber battens and plasterboard)	
	Extruded polystyrene (and plasterboard)	
	Other Please specify	
	Not known	
What is the thickness of the insulation (mm)?		
Is the insulated dry lining continued at least 300mm along any party walls?	Yes	
	No	
	Not known	

If ground floor is suspended timber, is the insulated dry lining bedded on a strip of pre-compressed expanding foam nailed to the floor?	Yes	
	No	
	Not known	
If ground floor is suspended timber are air bricks clear?	Yes	
	No	
	Not known	

Loft insulation

What insulation was used?	Mineral wool quilt	
	Cellulose fibre	
	Blown mineral wool	
	Loose mineral wool	
	Other Please specify	
	Not known	
Does the material comply with BS 5803 Part 1: 1985? ¹	Yes	
	No	
	Not known	
Thickness of original insulation (mm)	0	100
	25	150
	50	Not known
	75	
Total thickness of insulation (mm)	200	270
	250	Not known
Has insulation be applied to all appropriate areas including (i) beneath boarded areas and (ii) if the water storage tank is on the joists, around but not beneath the tanks; or if the tank is elevated, around and beneath the tank.	Yes	
	No	
	Not known	
Has the loft hatch been fitted with effective draught seals?	Yes	
	No	
	Not known	
Has the loft hatch been insulated?	Yes	
	No	
	Not known	
Is the roof space adequately ventilated?	Yes	
	No	
	Not known	
Have additional vents been fitted?	Yes	
	No	
	Not known	
Have the pipes and tanks been insulated to an adequate standard?	Yes	
	No	
	Not known	

Draught-proofing

¹ Or BS 2803 Part 2 for loose or blown mineral fibre, or BS 5803 Part 3 for cellulose fibre, as appropriate.

Draught-proofing external doors, thresholds (including letter box) and windows in all rooms. The sealing of loft hatches is covered in the 'Loft insulation' section)		
Do the draught strip materials comply with British Standard 7386: 1997?	Yes	
	No	
	Not known	
Have all locations been draught-proofed correctly, leaving all door and windows fully operational?	Yes	
	No	
	Not known	
If trickle ventilators are not present, has a gap been left around one window to provide background ventilation in 'wet' areas (e.g. kitchens and bathrooms)?	Yes	
	No	
	Not known	
Is there adequate ventilation for all open flued appliances?	Yes	
	No	
	Not known	

Replacement windows

What is the form of the glazing units?	Secondary	
	Double	
	Triple	
	Not known	
Are the glazing units kite-marked to British Standard 5713?	Yes	
	No	
	Not known	
Do the replacement windows display a British Fenestration Rating Council (BFRC) window energy rating label?	Yes	
	No	
	Not known	
What is the area of replacement windows installed within the property?		m2
What energy rating (A-G) does the BFRC label show?		
What thermal transmittance (U-value) does the BFRC label show?		

Boiler and controls

What was the replacement boiler?	Regular	
	Combi	
	Not known	
What is the fuel type of the boiler?	Gas	
	Oil	
	LPG	
What is the SEDBUK efficiency of the boiler?		
If the SEDBUK rating is unknown, the following details must be collected from the label on the boiler or the instruction manual.		
Make/Manufacturer		
Model		
Model qualifier		
Model Identity		
Other Please specify		

Does the installation meet the ODPM's boiler exception protocol relating to the Building Regulations in England and Wales?	Yes		
	No		
	Not applicable		
Was the installer a member of an industry body (e.g. CORGI, OFTEC)?	Yes		
	No		
	Not applicable		
Did the installer measure the property?	Yes		
	No		
	Not known		
Did the installer inspect or enquire about the levels of insulation in the property?	Yes		
	No		
	Not known		
Has the pipe work between the boiler and the hot water taps been insulated where practical? [Only necessary where central heating has been installed, not just boiler upgrades]	Yes		
	No		
	Not known		
If boiler is a regular one (i.e. not a combi) Has primary pipe work between boiler and hot water cylinder been insulated with a minimum of 20mm insulation?	Yes		
	No		
	Not applicable		
If boiler is a regular one, has any other pipe work directly connected to cylinder (e.g. vent pipe) been insulated for at least one metre? (NB The feed pipe need not be insulated)	Yes		
	No		
	Not known		
What new controls were installed?	Yes		
	No		
	Not applicable		
Time switch or programmer	Yes		Not known
	No		Not applicable
Cylinder thermostat For a regular boiler	Yes		Not known
	No		Not applicable
Thermostatic radiator valves (TRVs) throughout the dwelling	Yes		Not known
	No		Not applicable
Room thermostat	Yes		Not known
	No		Not applicable
Load or weather compensator	Yes		Not known
	No		Not applicable
Delayed start thermostat	Yes		Not known
	No		Not applicable
Time and temperature controls	Yes		Not known
	No		Not applicable
Boiler interlock	Yes		Not known
	No		Not applicable
Where there is a boiler interlock, are all the controls wired up so that the pump and boiler are switched off when there is no demand for heat?	Yes		Not known
	No		Not applicable
Was a new hot water tank installed? [Only necessary where central heating has been installed, not just boiler upgrades]	Yes		Not known
	No		Not applicable
If 'yes' was the tank a high performance one	Yes		Not known

as specified in General Information Leaflet 59?				
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Fuel switching

What was the heating system before fuel switch?	Electric storage heating	
	Solid fuel central heating	
	Oil central heating	
	Electric room heaters	
	Solid fuel room heater (fires)	
	Gas room heaters	

Solar water heating

Did the installer provide written information on system specification and operating instructions?	Yes	
	No	
	Not known	
Did the installer explain the key system functions to the user?	Yes	
	No	
	Not known	
Do the instructions for the system confirm the collector make, collector model, fluid content and stagnation temperature?	Yes	
	No	
	Not known	
Is the collector(s) orientated within 45° of due South? Or, if it is an East/West split configuration no collector is facing towards the North of East or West?	Yes	
	No	
	Not known	
Is the cylinder labelled in accordance with Part L?	Yes	
	No	
	Not known	
Is the 'commissioning certificate' on cylinder completed and signed?	Yes	
	No	
	Not known	
Is the following system information available?		
Surface area Maximum working pressure for solar and boiler heated coils Fluid content for solar and boiler heated coils	Yes	
	No	
	Not known	
Dedicated solar heated volume and boiler heated volume	Yes	
	No	
	Not known	
Is the entire solar loop fully lagged with high temperature insulation (at least 105°C, and preferably > 150°C)?	Yes	
	No	
	Not known	
Does the system expansion vessel (if fitted) have CE Mark?	Yes	
	No	
	Not known	
Does the pressure relief valve for the system expansion vessel discharge into a safe location?	Yes	
	No	
	Not known	

Is the central heating system cylinder thermostat mounted no lower than the base of boiler heated coil?	Yes	
	No	
	Not known	

Ground source heat pumps

Did the installer provide information on system specification and operating instructions?	Yes	
	No	
	Not known	
Did information include maintenance instructions (content and frequency)?	Yes	
	No	
	Not known	
Did the installer provide equipment information (ideally also a data sheet attached to the unit)?	Yes	
	No	
	Not known	
Did the information include: Heat pump make and model Thermal output rating (ideally according to EN 255-2) Recommended anti-freeze Refrigerant type and charge	Yes	
	No	
	Not known	

Combined heat and power (CHP)

Is the scheme certified by CHP Quality Assurance (CHPQA)?	Yes	
	No	
If yes has a copy of the certificate been obtained?	Yes	
	No	
Is the equipment installed as set out in the approved action / as detailed in the feasibility study?	Yes	
	No	
	Not known	
Has the equipment been appropriately commissioned and is it fully operational?	Yes	
	No	
	Not known	
Do the contractor's reports and other information confirm the system's performance and that the forecast energy savings should be achieved?	Yes	
	No	
	Not known	

If you have answered 'no' or 'not known' to any question please explain.	
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