

SITE SURVEY REPORT

Heat Pump Commissioning Record

Prepared for	A. and M. Wilson
Date	7 Oct 2026
Site	Rose Cottage
Prepared by	T. Hughes

FORM

Heat Pump Commissioning Record

1. Heat pump

Project	Rose Cottage: air source heat pump commissioning (completed example)
Client	A. and M. Wilson
Site	Rose Cottage
Site address	Rose Cottage, Mill Lane, Ledbury
Date commissioned	7 Oct 2026
Time	15:00
Installer and MCS certification number	Greenway Heating, MCS NAP-61042
Heat pump make and model	Calderwell AW7 7 kW monobloc
Serial number	CW7-24-100253
Where is the outdoor unit?	Rear garden, on the pad by the kitchen wall · 52.036012, -2.423418 (SO 71051 37596, ±4 m)
Smallest clearance around the outdoor unit (m)	0.34

Smallest clearance around the outdoor unit (m): measuring photo



Minimum clearance in the installation manual (m)	0.30
Clearance against the manual	At or above the minimum

Rated output (kW)	7.0
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Design heat loss from the heat loss calculation (kW)	6.4
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Rated output as a share of the heat loss (%)	109
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Refrigerant type and charge (kg)	R290, 0.9 kg
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Refrigerant circuit	Factory sealed (monobloc)
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2. Heating system

System flushed and cleaned before commissioning?	Yes
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Inhibitor or antifreeze added at the right concentration?	Yes
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System pressure, cold (bar)	1.5
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Design flow temperature (°C)	45
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Design flow to return difference (°C)	5.0
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Measured flow temperature (°C)	44
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Measured return temperature (°C)	39
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Flow to return difference (°C)	5
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Measured flow minus design flow (°C)	-1
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Measured difference minus design difference (°C)	0
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Weather compensation set up?	Yes
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Heat curve or compensation settings	Curve 0.6, design outdoor -2°C
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Radiators or underfloor loops balanced?	Yes
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3. Hot water

Is there a hot water cylinder?	Yes
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Cylinder set point (°C)	50
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Is a regular pasteurisation (legionella) cycle set?	Yes
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4. MCS, DNO and handover

This is the installer's commissioning record. It supports the MCS certificate and the MIS 3005 handover documents given to the customer. It does not replace them.

MCS certificate number MCS-0026-118402

Date the MCS certificate was created 14 Oct 2026

MCS sets a short deadline for the MCS certificate after commissioning. MCS certificate guidance says within 14 days (30 days for installers on the redeveloped installer scheme), and MIS 3005 asks for registration within 10 working days. Check the current scheme documents for your certification.

Boiler Upgrade Scheme voucher reference, if any BUS-77812

Boiler Upgrade Scheme grants go through MCS certified installers, who apply to Ofgem on the customer's behalf.

Maximum demand of the property after installation (A) 54

Network operator (DNO) route Connect and notify after installation

MCS: every heat pump installation must be notified to the DNO. Where the property's new maximum demand is 60 A or less, connect and notify the DNO within 28 days of the installation. Between 60 A and 100 A, apply before installing.

Date the DNO was notified or approved 8 Oct 2026

Days from commissioning to notification 1

DNO reference HP-55301

Photos of the outdoor unit, cylinder and controls



Illustrative stamp: 7 Oct 2026
09:15 BST · sample GPS 51.5074,
-0.1278. Original photo capture
date/location unverified.



Handed over

MCS certificate, Manuals and warranty, How to use the controls, Maintenance schedule, Heat loss calculation and system design

Customer name

M. Wilson

Customer signature

M. Wilson

Installer name

T. Hughes

Installer signature

T. Hughes