

	Checklist	Section	Comment
1	Written confirmation that air system to be installed	Section 4 – Proposed Installer – p10	Titon MVHR system
2	Confirmation that system to be installed prior to occupation	Section 4 – Proposed Installer – p10	The installation of this system will take place prior to occupancy of the new property.
3	Full details of supplier	Section 4 – Proposed Manufacturer – p10	The proposed manufacturer will be Titon. Specifically, the Titon HRV1.25 <i>Q Plus</i> Range model will be utilised at the development.
4	Full details of installer	Section 4 – Proposed Installer – p10	The installation of the proposed Titon MVHR system will be done by a certified professional and/or company.
5	Details of unit including make, model number etc. in each apartment	Section 4 – Proposed MVHR Unit and Schematic – p9	The unit will be the HRV1.25 <i>Q Plus</i> Range. Product code: TP406A There will be one unit to serve the single dwelling.
6	Confirmation that unit has a heat exchange system	Section 4 – Proposed Manufacturer – p10	The Titon HRV1.25 <i>Q Plus</i> Range model will also be installed with a heat exchange system.
7	Written details of locations of units and ductwork	Section 4 – Proposed MVHR Unit and Schematic – p9 Section 4 - Kitchen Flue and MVHR Inlet Location – p12	Please refer to Figure 4 and Figure 7. The property will be designed with ducting and will therefore be suitable for an MVHR system. This ducting will be rigid plastic, with dimensions of 204 x 60mm or 125mm diameter (minimum) complete with thermal ducting on the atmosphere side of the ductwork.
8	Written details of locations of inlets and outlets (must be outside of polluted area i.e. rear roof level at the furthest point away from traffic away from flues etc.)	Section 4 - Kitchen Flue and MVHR Inlet Location – p12	The inlet/intake position demonstrated on Figure 4 is deemed to be in a suitable position away from the extract restaurant flue, and to the farthest distance from traffic that is possible.

9	Layout and elevation plans submitted including ducting, inlets and vents etc. Plan numbers.	Section 4 - Kitchen Flue and MVHR Inlet Location – p12	
10	Details of the acoustic attenuation of the air system to prevent noise breakout causing nuisance to occupiers in the apartment and neighbours.	Section 4 – Noise Attenuation – p10	To prevent noise breakout causing nuisance to occupiers in the apartment – and neighbours, attenuators will be installed to the Titon system. These will specifically be the Titon Semi Flexible Attenuators 89720 125mm diameter X 500mm.
11	Confirmation of the absence of trickle or other passive vents.	Section 4 – Ductwork – p10	The system will not possess any trickle vents or passive vents.
12	Confirmation windows and balcony doors permanently sealed closed	Section 3 – p8	The site visit conducted on the 1st February 2022 confirmed that the windows are sealed at the front elevation.

13	Confirmation that system will be running 24 hours and cannot be turned off	Section 4 – Control of Electricity Supply – p11	The system will also be running for 24 hours each day and will not turn off.
14	Details of settings for flow rate for inlet air (note this must be higher than outlet rate to create positive pressure)	Section 4 – Flow Rate (Inlet Air) – p10	Controlled ventilation and flow rate can be achieved with the Titon model and MVHR in general. This will be balanced, or create positive pressure, via two separate fan speed settings that can be manually or via on Aura-T controller that can programme percentage speed settings.
15	Details of settings for flow rate for extract air	Section 4 – Flow Rate (Extract Air) & Boost Settings – p10	Part F Buildings regulations provides minimum low and high rates for MVHR systems.
16	Details of boost settings for when cooking smells or steam present	Section 4 – Flow Rate (Extract Air) & Boost Settings – p10	A Boost switch can be fitted to each individual Kitchen and Wet Room that will switch between low continuous rate and boost high rate.
17	Air temp setting degrees C	Section 4 – Flow Rate (Extract Air) & Boost Settings – p10	The Titon MVHR unit will also have a programmed RH (Relative Humidity) percentage rate set between 65 and 90% RH which can trigger the ventilation setting to Boost automatically.
18	Control of electricity supply to unit (advised that fused spur to be in a location not easily accessible to resident but accessible by service engineer)	Section 4 – Control of Electricity Supply – p11	The Titon MVHR unit will be installed with a fused spur which is a switch that's used to isolate electrical equipment from the mains supply. As such, the control of electricity supply will be available. This fused spur will be installed at a high level next to the MVHR and as such would not be easily accessible to any new resident/occupier but would be accessible for a service engineer.

19	Confirmation that occupant cannot turn off system (note resident/tenant must not be able to disable the system easily)	Section 4 – Control of Electricity Supply – p11	This fused spur will be installed at a high level next to the MVHR and as such would not be easily accessible to any new resident/occupier but would be accessible for a service engineer.
20	Details of maintenance regime including filter cleans and servicing, who by and what periods.	Section 4 – Maintenance Regime – p11	A filter cleaning indication will be programmed for inspection via an Aura-T controller. The Aura-T is a simple touchscreen controller for programming, commissioning and occupancy control for Titon's range of Mechanical Ventilation Heat Recovery (MVHR) units. This will therefore be able to be used by the new occupier to clean their own filtration unit.
21	System compliant with Building Regulations?	Section 4 – Proposed Manufacturer – p10	The Titon HRV1.25 Q Plus Range model will also be installed with a heat exchange system. Additionally, the Titon HRV1.25 Q Plus Range model is compliant with building regulations.

22	Has the risk of solar gain affecting internal room temperatures been addressed?	Section 3 – p8	Criterion 3 of Part L 2013 of the Building Regulations relates to limiting the effects of heat gains in summer - this is implemented for new dwellings as set out in Appendix P of SAP 2012. All dwellings pass this Criterion.
22	Details of information to be supplied to the future occupier about the system and the reasons why it has been installed etc. i.e.copies of operating manuals and details of schedule of maintenance and who is responsible.	Section 4 – Commissioning – p11	A leaflet will be provided to the future occupant by the developer, that at a minimum will include for: • The reasoning for the installation of the MVHR • Operating manuals • Details of schedule of maintenance and who is responsible • Aura-T Controller details • Relative online details for all of the above.
23	Independent ventilation engineer to carry out commissioning inspection of systems to confirm that inlet and outlet settings are correct and to confirm that system fulfils its purpose i.e. to create positive pressure within residential unit to ensure no polluted air comes in from outside etc. Report to be produced and submitted to LPA.	Section 4 – Commissioning – p11	An independent ventilation engineer is to carry out the commissioning inspection of the MVHR system to be installed, and to confirm that the inlet and outlet settings are correct. The engineer will also confirm that the system fulfils its purpose of creating positive pressure with heat recovery.
24	Visit to site by LPA to see system installed and working.	Section 4 – Commissioning – p11	The LPA will also undertake a site visit to ensure that the system is installed and working.