

Non-Domestic Renewable Heat Incentive (RHI)

Heat Pump Installer Declaration: Information and Template

Version 2.1
www.ofgem.gov.uk

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Non-Domestic



What is the Heat Pump Installer Declaration?

The Heat Pump Installer Declaration is one of the mandatory documents that must be uploaded when an application for accreditation of a heat pump is made to the scheme on the RHI Register. It confirms details of the size of the heat pump and the seasonal performance factor (SPF).

Who can complete it?

The installer must complete this declaration.

Ofgem is aware that in practice, for some heat pump projects, the functions of system specification, heat pump sizing, design heat load calculations, physical installation, and commissioning, may be conducted by different persons or organisations. For the purposes of the RHI each of these roles could be considered to be the installer for the purposes of the relevant section of the RHI declaration they are appropriately qualified to complete. In these cases, applicants will need to ask the appropriate professional to complete relevant sections of the Installer Declaration. The applicant should ensure that a separate version of the declaration is submitted for each signatory, and be satisfied that each signatory is able to agree to the declaration they have provided.

What you have to do

- Ask your installer to fill in their details on the example template below. Convert the document into a PDF. If instructions are needed on how to do this, see the RHI [How to Apply](#) web page.
- Upload the PDF to the RHI Register when you come to the question about the Heat Pump Installer Declaration in the document upload section of the application form. This is question HL122.
- Please ensure the installer details are completed and that the installer (or the person who has completed the form) has signed and dated the end of the declaration.

Which sections should be completed?

Type of heat pump*	Capacity	Sections	Capable of both heating and cooling
GSHP / WSHP	45kW or less	1, 3(b), 4	2
GSHP / WSHP	> 45kW	1, 3(a), 4	2
ASHP	45kW or less	3(b), 4	
ASHP	> 45kW	3(a), 4	

*GSHP (ground source heat pump) / WSHP (water source heat pump) / ASHP (air source heat pump)

If you need help

Telephone: 0300 003 2289 **Email:** rhi.enquiry@ofgem.gov.uk
 RHI enquiry line open Monday to Thursday 9am-5pm and to 4.30pm on Fridays

Installer Declaration - Template

Use all the information in this example template below - simply complete the Installer Details, the applicable sections and provide your signature and date.

Please tick boxes where appropriate.

Installer Details

Name: _____

Job Title: _____

Email address: _____

Contact Telephone Number: _____

Details of role and qualifications: _____

I declare I am MCS certified _____

Section 1: To be confirmed for all ground source and water source heat pumps

I confirm that:

1) The size of the heat pump has been determined appropriately for the heat use

Section 2: To be completed for all ground source and water source heat pumps capable of both heating and cooling

I confirm that:

1) The design heat load is _____

2) The design heat load has been calculated according to BS EN 12831:2003

3) The external temperatures used in the calculation of the design heat load are

4) I have provided the supporting calculations to the owner of the heat pump installation

If you need help

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Section 3: To be completed for all heat pumps (ground source, water source and air-to-water)

a) Heat pump installation greater than 45kWth

I confirm that:

1) The design SPF is _____

2) The design SPF was calculated in accordance with (please tick one):

EN 14825

EN 16147

other (please specify) _____

3) I have provided the supporting calculations¹ to the owner of the heat pump installation which includes details of:

The specific design SPF that has been calculated. ie. SCOPon, SCOPnet, boundary H2 (please see chapter 8 of Volume One Guidance for further details), etc

Climatic data, or reference heating season used

Expected heat demand for the heat pump, and design temperature used for the heat demand calculation

Bivalency point used (explain which heat sources this is in relation to and how heating is to be provided if the bivalency point is greater than the design temperature)

All other pertinent information that would be reasonably required by us to understand the assumptions and methodology

b) Heat pump installation less than or equal to 45kWth

I confirm that:

1) The design SPF is _____

2) The design SPF has been calculated in line with the methodology used in (please tick one)

Version 1.0 of the document entitled 'MCS 026 Seasonal Coefficient of Performance Calculator' published on 1 May 2015²

¹ Please note, these calculations may need to be provided in support of the application. Please ensure these calculations are in a format that will enable Ofgem to assess them.

Version 2.0 of the document entitled 'Heat Emitter Guide for Domestic Heat Pumps' published on 12 November 2014² ; or

other (please specify)_____

Section 4: To be completed for all heat pumps (GSHPs/WSHPs/AWHPs) if you have installed/ checked the electricity meter(s)

I confirm that:

1) The electrical input is being measured in order to calculate SPF

2) The electricity meter(s) are measuring (please tick one):

Heat pump (including equipment required to make use of the source energy) only, boundary H2.

Heat pump (including equipment required to make use of the source energy) and integrated electric heater, boundary H3.

Heat pump (including equipment required to make use of the source energy), integrated electric heater (if present) and internal distribution system components (such as circulation pump, motorised valves, etc.), boundary H4.

Regarding all sections completed

I declare that the information provided is correct to the best of my knowledge and belief.

Signed _____

Date _____

² Details of which are available at www.microgenerationcertification.org