

# HOMEOWNER MANUAL FOR VENTILATION

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CONTINUOUS VENTILATION (CONSTANT RUNNING EXTRACTOR FANS)



# WELCOME

Your home has been fitted with an Airflow mechanical ventilation product.

For over 65 years, Airflow has been forging a path of industry leading innovation in the design and manufacture of ventilation systems and air measuring instruments.

Airflow is committed to providing quality, reliable products for you and your family. Not happy with just maintaining the status quo, Airflow has developed market leading products for your home such as the Adroit and Entro Mechanical Ventilation with Heat Recovery (MVHR) range, iCON, iCONsmart, Loovent and QuietAir intermittent fans and iCONstant constant trickle fans.

Your Airflow solution will deliver many years of high-quality performance and service for you and your home.

## NOTE FOR THE INSTALLER:

The information in this document is partly drawn from the latest Building Regulations & Government Guidance that was updated on the 15th June 2022; Specifically Part F, Part L and the new Part O. Part F Volume 1 stipulates the regulations for ventilation rates in dwellings, both extraction and background supply.

These were updated on the 15th June 2022 for England (Wales and Scotland had different dates). Ventilation is a controlled service and should be notified to the local authority (check Part F for specifics).

The new Part F recognises three ventilation types; Intermittent fans, continuous running fans (central & de-central) and mechanical ventilation with heat recovery.

**The installer is responsible for ensuring that the following extraction rates in litres per second are met and documented on the enclosed form:** Cloakrooms (no window) 6l/s, En-suites and Bathrooms 15l/s, Utility room 30l/s and Kitchens 60l/s where there is not an extractor hood over the hob that does 30l/s.

See BSRIA BG 46 2022 for devices that measure air volumes or visit [airflow.com](http://airflow.com) and search Mensura.

For the latest version of the Building Regulations Part F, Part L and Part O, including the Welsh and Scottish versions visit [airflow.com](http://airflow.com) and check out the Knowledge Centre.

# WHAT IS THE HOMEOWNER VENTILATION GUIDE?

This homeowner ventilation guide is provided so as to comply with the Government Guidance which now requires the homeowner to be informed about the ventilation system in their home.

You should ensure the commissioning form has been filled in at the back of this booklet.

This homeowner ventilation guide is intended to help you better understand the ventilation system installed within your home. This is in addition to the original manufacturers' operating and maintenance instructions, which should have been provided to you separately.

You can view the instructions for your ventilation product on the Airflow website.

Some homeowners may choose to carry out simple but important routine maintenance tasks for themselves, such as cleaning dust and debris from air inlets and outlets, and changing air filters (in line with manufacturer's instructions where fitted). These simple actions will help to ensure energy use is kept to a minimum and systems are operating effectively with the flow rates of your extractor fans.

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UK citizens spend approximately **90% of their time indoors**,<sup>1</sup> with **16 hours a day** on average spent at home.<sup>2</sup>

This means that individual risk of exposure to indoor air pollutants is many times that of outdoor air pollution and this is exacerbated by the fact that indoor air can be many times more polluted than outdoor air.<sup>3</sup>



Poor IAQ has been linked to **allergy and asthma, lung cancer, COPD, cardiovascular disease, dementia** and, more recently, **severe COVID-19 symptoms and greater risk of death** have been associated with poor air quality.<sup>4,5,6</sup>

Ongoing research is looking at the impact of poor ventilation rates on disease transmission<sup>7</sup> whilst new research is being undertaken on the impact of poor IAQ on mental health, following research in schools which indicates that cognitive function is impaired where air quality is poor.<sup>8</sup>



Poor IAQ is reported to have an annual cost to the UK of **over 204,000** healthy life years, with:

**45% of those lost to cardiovascular diseases,**



**23% to asthma and allergy, and**



**15% to lung cancer**<sup>9</sup>

and, according to the Royal College of Physicians, indoor air pollutants cause thousands of deaths per year in the UK, with associated healthcare costs in the order of **"tens of millions of pounds"**.<sup>10</sup>

## YOUR HOME

Ventilation within your home is provided using continuous ventilation (previously referred to as system 3 and 3.1). This system can be made up by either fans located in each wet room (de-central) or one central fan. If in each wet room then these are iCONstant extractor fans, if it is a central fan then this is an AIROVENT extractor fan.

The continuous de-central extract fans are located in all of your wet rooms within your home e.g. toilet, en-suite, bathroom, utility and kitchen. You may not have a separate fan in the kitchen if you have a cooker hood extracting to outside. If you have a central located extractor fan e.g. in the loft, then you will have valves in each of your wet rooms that are connected to your fan by ducting.

The type of continuous fans fitted within your home will be iCONstant or AIROVENT. For more information or instructions on these products scan the QR CODE below or visit [airflow.com](http://airflow.com) and type the fan name into the search box.

Your home has been designed and built to be more energy efficient than previous homes; it will use less energy and as a result emit lower quantities of greenhouse gas emissions (including carbon dioxide) than existing homes.

In addition to being well-insulated and less draughty, your home is more air-tight and therefore an effective ventilation system is important to ensure the health and well-being of you, your family and the fabric of your home. By creating the healthiest home to live in; it will allow for pollutants and excess moisture to be removed, as well as keeping the air circulating around your home to help reduce the risk of overheating in hotter months.



## HOW DO I CONTROL MY EXTRACTOR FANS?

The extractors in your home are continuously running and should never be turned off. Some models allow for a boost speed to be selected by either a pull cord or a switch. In some instances, model dependent, the fan can be boosted by a rise in humidity.

# CONTINUOUS VENTILATION SOLUTION IN YOUR HOME



## iCONstant® CONTINUOUS VENTILATION



More info

iCONstant is the quietest continuous extract fan on the market. Also known as a decentralised Mechanical Extract Ventilation (dMEV) fan.

iCONstant is designed to be extremely economical to run and costs less than a lightbulb to run for a year.



The iCONstant is a ventilation solution that is eco-friendly, economical to run and low noise.

It helps eliminate the problems of condensation and mould growth by continuously extracting the damp, moist air which is the source of the problem.

### Economical to Operate – less than a light bulb

iCONstant has been developed to consume minimal energy using a highly efficient 24 V DC motor. The motor draws a mere 1.21 W on the lowest trickle speed of 6 l/s. The yearly running cost of the iCONstant is very economical - operating at 6 l/s less than a low energy light bulb if left on 24 / 7.

Based on our very successful iCON brand, we have developed the quietest dMEV fan available for toilet, bathroom, utility room and kitchen installation bringing incredibly low sound levels to this market sector. This fan is perfect in the kitchen too. Utilising the very latest motor technology and incorporating advanced features, we have been able to produce an energy efficient fan that will help eliminate the problems of condensation.

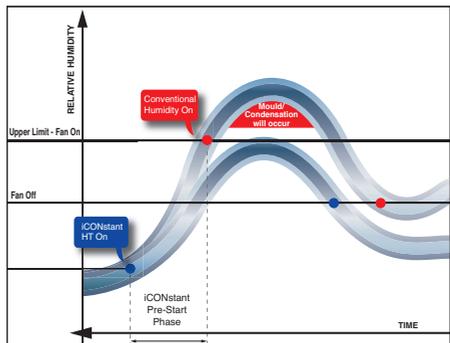
More detailed instructions on functionality is available on the Airflow website.



### PACKED WITH USEFUL FEATURES

Airflow's intelligent humidity sensor offers the additional feature of being able to recognise a rapid increase in humidity and activates the boost speed before the pre-set value is reached so that preventive ventilation commences. Should this occur, the fan reverts to the trickle speed when the humidity level is within 10% of the set-point. The benefits of this are that energy consumption is kept to a minimum and noise levels are reduced whilst ensuring optimum ventilation is achieved, before excessive condensation occurs.

Another feature is the ability to delay the start of the boost function by two minutes. This is particularly advantageous for those quick visits during the middle of the night. The boost activation by the pull cord and humidity sensor is instant.



# CONTINUOUS VENTILATION SOLUTION IN YOUR HOME



## AIROVENT CONTINUOUS CENTRAL EXTRACTION

The AIROVENT continuous mechanical extract ventilation (MEV) range has been designed to extract moisture from wet rooms such as kitchens, bathrooms and toilets, shower rooms and utility rooms. In the home, the system is usually located in the loft of the airing cupboard with ducts taken to the bathroom, utility room and toilets to remove air pollutants such as water vapour and odours.

### THE RANGE



AIROVENT MEV WH4H



AIROVENT MEV WH4B



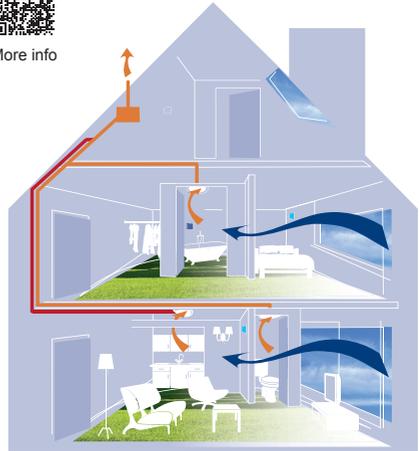
AIROVENT MEV WH6B

### Key features

AIROVENT is a low energy and more efficient system in comparison to separately installed extractor fans. Centralised MEV units can include a built-in humidity sensor, which increases the fan speed when higher humidity is detected (for example, when taking a shower). They also produce minimal noise and have low energy consumption. MEV systems have no heat recovery, therefore there is no requirement for any ducts to supply replacement air. To ensure the continuous circulation of air in your home, replacement air enters the home through window vents or airbricks, also known as background ventilators.



More info



THE ABOVE FIGURE illustrates a typical central extract system using rigid ducting.

In this example, the system is located in the loft with ducts taken to the bathroom, kitchen and downstairs toilet where extraction occurs.

Using a continuous extract ventilation system removes moisture and contamination at its source, which prevents it from spreading around the house. This ensures good indoor air quality (IAQ).

# MY CONTINUOUS VENTILATION SYSTEM

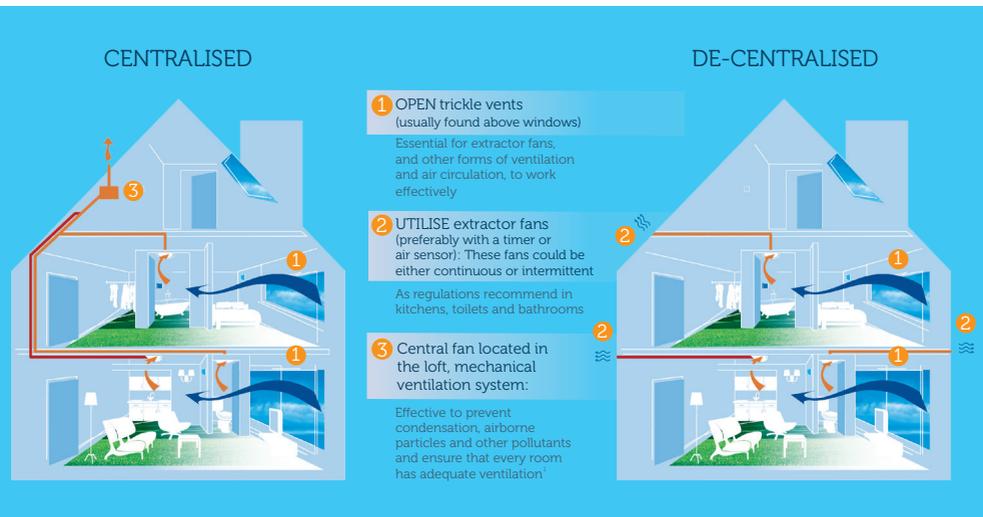
A continuous mechanical system is installed in your home. This means that you either have one central extractor or separate individual fans to extract the moist and stale air, with the replacement air entering the dwelling by way of trickle vents in the windows or background ventilators in the wall and openable windows for purge ventilation.

Local continuous extractor fans are located in your wet rooms. Central continuous could be located in your loft or even a cupboard or airing cupboard.

The fans are powered by electricity and run at low speeds. Their motors are highly efficient and therefore use very low amounts of energy. Depending of the design of your home and the need, your fan(s) may

have additional controls in order to boost it. Not all fans have this functionality as there is not always a requirement.

The fans operate by drawing fresh air in from the background ventilators. This provides ventilation air flows that will extract the moisture, odours and other indoor pollutants that have accumulated.



## BACKGROUND VENTILATORS

Background ventilation is usually provided by trickle vents in the window frames or air vents in walls. These background ventilators, in addition to the properties natural leakage, provide the air flows required to help maintain good indoor air quality.

Trickle vents within window frames should remain open to provide ventilation. They can be closed to limit cold draughts at certain times, or within rooms you are not using and heating, but remember to

open them again at other times. Permanently closing trickle vents could over time contribute to your home becoming unhealthy and damp and the build up of volatile organic compounds. Your extractor fans will not work effectively if there is no or limited background air ingress to the dwelling. It is important to ensure these trickle vents are cleaned regularly on both the outside and inside to ensure the total ventilation system in the dwelling will work.

### References:

1. Metro. How to get rid of mould in your home. Accessed: November 2021. [<https://metro.co.uk/2022/10/3/how-to-get-rid-of-mould-in-a-rented-home-15513721/>].

## TIPS TO KEEP AIR FLOWING FREELY



All the ventilation inlets and outlets should be checked regularly to ensure they are not blocked with dust or other debris. They should be maintained by a professional installer according to the manufacturer's instructions.



Openings in trickle vents and air vents should be cleaned inside and outside the home, at least once per year, to ensure air can flow freely through them.



You may have noticed gaps underneath the doors in your home which allow air to flow between rooms and to your extractor fans. Ensure these gaps do not get blocked as this will prevent the air from travelling.

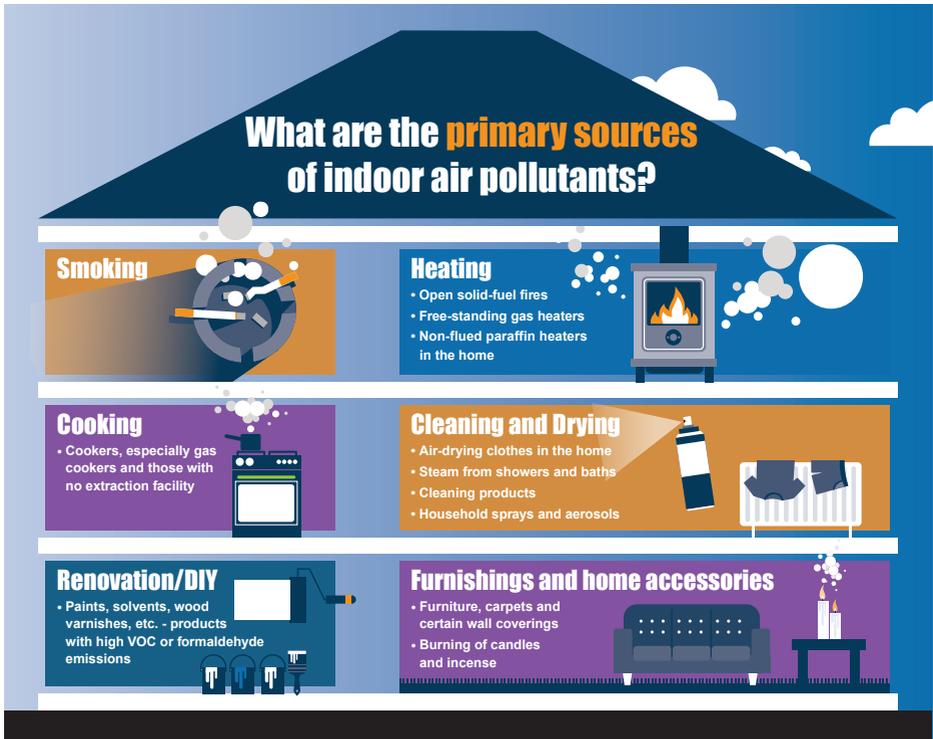


If you have an extractor hood or re-circulating hood the filter should be changed or cleaned regularly according to the manufacturer's instructions. After long-term use, grease and other deposits from cooking block filters causing poor performance and increased energy use. Routine cleaning of them will help keep the hood extractor operating efficiently.



Opening windows will provide additional ventilation when needed for purge ventilation. Where windows cannot be opened, there should be other mechanical means to carry out purge ventilation.

# WHY WE NEED TO VENTILATE



Poor Indoor Air Quality (IAQ) is linked to health issues ranging from shortness of breath and fatigue to aggravating existing respiratory issues such as asthma, lung cancer, COPD, cardiovascular disease, dementia. A greater risk of death has also been associated with poor air quality.

Indoor air can be up to 50% more polluted than outdoor air and can contain over 900 different chemicals. Indoor air pollutants are responsible for the loss of

99,000 European lives as reported by the World Health Organisation.

Poor levels of ventilation along with excess moisture in the indoor air can contribute to mould growth, so it is important to use the ventilation system within your home to keep your home 'fresh' and to remove moisture at source, particularly from bathrooms, toilets, utility rooms and kitchens.

# IMPROVE YOUR INDOOR AIR QUALITY

Behaviour	Risk	Remedy
<b>Shower curtains</b> 	Shower curtains can become mouldy	Make sure you clean or change your shower curtain regularly and avoid those made of vinyl as the material harbours moisture, promoting mould growth
<b>Flooring</b> 	Carpets can harbour dirt, dust mites, pet hair, fungus and other particles	Consider switching to wooden flooring, which is easier to keep clean, or vacuum regularly with a vacuum that has high quality filtration
<b>Deodorant</b> 	Aerosols can be bad for your indoor air quality, as they release particles into the air	Consider using roll-ons instead of aerosols which release far fewer pollutants into the air
<b>Shoes</b> 	Wearing shoes inside can bring pollen, dirt, soil and other particles into your home	Take your shoes off at the door, so as to stop particles being spread around
<b>Paint</b> 	Drying paint can give off high levels of Volatile Organic Compounds (VOC)	Ensure that while paint is drying, your home is very well ventilated and avoid occupying the rooms whilst paint is drying
<b>Cleaning products</b> 	Some personal and household products can contain toxins or chemicals which release toxins when they react in the air	Switching to eco-friendly products can help to reduce exposure, as often these do not have toxins inside them and are therefore better for your indoor air quality

# IMPROVE YOUR INDOOR AIR QUALITY

Behaviour	Risk	Remedy
<b>Mattresses</b> 	Mattresses can harbour house dust mites	Avoid using second-hand mattresses, make sure you use barriers such as mattress and pillow covers or protectors and ensure you frequently wash bedding
<b>Drying clothes</b> 	Moisture from drying clothes can contribute to the development of black mould	Where possible, always dry your clothes outside or if you have to, dry them in a room with good ventilation, and keep the door shut.
<b>Cooking</b> 	Cooking on the hob can often release significant amounts of moisture into your kitchen	Cover pans with lids to ensure that as little moisture is released into the air as possible.



Poor indoor air quality (IAQ), or indoor air pollution, is linked to a range of health conditions and is responsible for a significant loss of healthy life years, loss of life and disease burden.

# VENTILATE TO STAY COOL IN HOT WEATHER

NHS England cautions that prolonged periods of extremely hot weather pose serious health risks. The following measures will help to keep your home cool. For guidance about this from the NHS scan the QR code.



## LIMITING HEAT FROM THE SUN

Limiting heat from the sun entering your home through glazed windows will help to keep your home cool.

If there are blinds, shutters, sun covers or awnings fitted on the outside of your home, these should be used throughout the day to protect against too much heat from the sun entering your home.

Indoor blinds or curtains can also be used, although they are not quite as effective at preventing heat from the sun entering your home.

Whether inside or outside, shading should not block window openings from allowing ventilation air to flow through your home.



## LIMITING HEAT FROM ELECTRICAL APPLIANCES

Electrical appliances and devices generate heat while they are in use, and this can increase indoor temperatures. If possible and where safe to do so:

Turn them off at the wall socket when they are not needed, as even standby mode creates a small amount of heat.

Turn off electric lighting in spaces where it is not needed. Even Modern energy efficient lighting generates some heat while in use, and this can increase indoor temperatures.



## INCREASE AIR FLOWS

Increase the ventilation air flows within your home and allow air to flow freely. If possible and where safe to do so:

Open all external doors and windows.

Open internal doors (except fire doors), including overnight and when your home is empty.



## OPEN WINDOWS AT NIGHT

Increase the ventilation air flows at night-time. If possible and where safe to do so:

Leave any windows open overnight to allow ventilation and cooler night-time air to cool down your home and its contents.



## YOUR VENTILATION SYSTEM

Use the extractor fans within your home to increase air flows.

Trickle vents are small openable purpose provided openings fitted within the window frames in your home. All trickle vents should be opened and left open throughout the hot weather period, including overnight and when your home is empty.

The following measures may be helpful when the outdoor air is cooler than the air indoors, often in the late evening and overnight, but also when a building is already overheating:



### ALLOW STORED HEAT TO ESCAPE

If safe and secure to do so, external doors, windows and other ventilation openings should be opened during the cool early morning to allow stored heat to escape from your home and its contents.

Openings on different walls allow cross-flow ventilation. Openings at different heights increase ventilation air flows, including openings on different storeys.

If sash windows are fitted, open these so there is an opening gap both at the top and bottom of each opening (or other window designs that allow this).



### YOUR VENTILATION SYSTEM

Local individual extract fans in bathrooms, toilets, utilities and kitchens are not normally intended to run continuously, but these can also be used during hot weather to boost ventilation air flows.

The following measures may be helpful when the outdoor air is warmer than the air indoors.



### REDUCE AIR FLOWS

Windows and other ventilation openings like trickle vents should not be completely closed, rather instead their openings should be reduced to allow lower background ventilation air flows.



### CLOSE EXTERNAL DOORS

External doors should be closed, but internal doors (except fire doors) should be left open. This should help to keep rooms reasonably cool while still allowing adequate ventilation air flows for good indoor air quality.

Sufficient removal of moisture, odours and other indoor pollutants are needed for good indoor air quality.



### Helpful Tip

You can check the indoor and outdoor air temperatures using an ordinary thermometer, with the sensing bulb positioned in the free air, preferably away from hot or cold surfaces, and shaded from direct sunlight - It takes a few minutes for thermometers to show the correct reading. (This approach will not work for 'infrared thermometers' though, which generally measure temperatures of surfaces, not air temperatures.)

# COMPLETION CHECKLIST & COMMISSIONING SHEET

Residential ventilation, from a toilet extract fan to mechanical ventilation with heat recovery system must be commissioned in accordance with an approved procedure.

The following is a copy of the documents in Appendix C of Part F Volume 1 of the Building Regulations. It must be completed as evidence that the system has been correctly installed, inspected & commissioned by the system installer to demonstrate compliance and left with the homeowner.

This installation and commissioning checklist is divided into three parts, as follows

**Part 1** contains the particulars of the system, installation address and installer's details.

**Part 2a** functions as an installation checklist.

**Part 2b** is a visual inspection, or pre-commissioning, checklist.

**Part 3** is for recording air flow measurements from fans.

## CHECKING DESIGN AIR FLOW RATES AGAINST MEASURED AIR FLOW RATES.

Measured air flow rates for all fans should be recorded on **Part 3: Commissioning details**, as part of the commissioning procedures given in Section 4 of Approved Document F: Volume 1: Dwellings. Commissioning details, as part of the commissioning procedures given in **Section 4** of this approved document.

The measured values should be compared with their respective design values to determine the following:

- a) If the measured rate for each fan is equal to or greater than the design value, then the system meets the design standard.
- b) If any measured value is lower than the design value, an adjustment should be made to correct the system. All air flows should then be remeasured. If necessary, further adjustments should be made until all air flows match their design values.

## DEMONSTRATING COMPLIANCE

All three parts of the installation and commissioning checklist should be completed. The relevant sections of **Parts 2 and 3 should be signed** by a person who is both competent to install the system and responsible for installing and commissioning the system.

**The three-part form should be completed for each installation address. A copy should be submitted to the building control body as evidence that the system has been correctly installed, inspected and commissioned.**

REGISTER YOUR PRODUCTS  
FOR WARRANTY  
WITH THE QR CODE HERE



# COMPLETION CHECKLIST & COMMISSIONING SHEET

## Part 1 – System details and declarations

The installer responsible for the ventilation system installation, should complete this section and include details of the commissioning engineer.

1.1 Installation address details			
Dwelling name/number			
Street			
Town			
County			
Postcode			
Total Floor Area m <sup>2</sup>			
1.2 System details			
System classification*	Continuous Mechanical Extract Ventilation		
Manufacturer			
Fan Reference (Room)	Model Number	Serial Number	Location
1.			
2.			
3.			
4.			
5.			
6.			
7.			
1.3 Installation engineer's details			
Engineer's name			
Company			
Address line 1			
Address line 2			
Postcode			
Company Telephone number			
Company Email Address			
1.4 Commissioning engineer's details (if different to 1.3)			
Engineer's name			
Company			
Address line 1			
Address line 2			
Postcode			
Company Telephone number			
Company Email Address			

\*NOTE: If a system has been installed that is not defined in Approved Document F, further installation checks and commissioning procedures may be required. Seek guidance from the manufacturer for such systems. Approved Document F can be downloaded from Gov.uk <https://www.gov.uk/government/publications/ventilation-approved-document-f>

## Part 2a – Installation details

The installer responsible for the ventilation system installation, should complete this section before commissioning is carried out.

2a.1 Installation Checklist	Tick as appropriate	
Has the system been installed in accordance with manufacturer's requirements?	Yes	No
Have paragraphs 1.12 to 1.83 been followed (if relevant)?	Yes	No
If there are any deviations from paragraphs 1.12 to 1.83, give details here		
Description of installed controls (e.g. timer, central control, humidistat, occupancy sensor, thermal bypass, if applicable, etc.)		
Location of manual/ override controls		
2a.2 Installation engineer's declaration		
Engineer's signature		
Registration number (if applicable)		
Date of inspection		

NOTE: All references to tables and paragraphs are to Approved Document F, Volume 1: Dwellings.  
Approved Document F can be downloaded from Gov.uk <https://www.gov.uk/government/publications/ventilation-approved-document-f>

## Part 2b – Inspection of installation

The commissioning engineer responsible for commissioning of the ventilation system, should complete this section before completing part 3. The Commissioning engineer, should complete/check their contact details on Part 1.

2b.1 Visual inspections		
What is the total installed equivalent area of background ventilators in the dwelling?		mm <sup>2</sup>
Does the total installed equivalent ventilator area meet the standards detailed in Table 1.7 or paragraph 1.57, as appropriate?	Yes	No
Have all background ventilators been left in the open position?	Yes	No
Have the correct number and location of extract fans/terminals been installed to satisfy the standards in Table 1.1 or Table 1.2, as appropriate?	Yes	No
Is the installation complete, with no obvious defects?	Yes	No
Do all internal doors have enough undercut to allow air transfer between rooms as detailed in paragraph 1.25 (i.e. 10mm above the floor finish or 20mm above the floor surface)?	Yes	No
Has all protection/packaging been removed (including from background ventilators), so that the system is fully functional?	Yes	No
Are systems clean internally and externally?	Yes	No
Has the entire system been installed to allow access for routine maintenance and to repair/replace components?	Yes	No
2b.2 Visual inspections system specific		
Have appropriate air terminal devices been installed to allow system balance?	Yes	No
For ducted systems, has the ductwork been installed so that air resistance and leakage is kept to a minimum?	Yes	No
Have controls been set up in accordance with the manufacturers recommendations?	Yes	No
Where relevant, have the extract air terminals been locked to prevent unauthorised adjustment?	Yes	No
2b.3 Other inspections		
At initial start-up, was there any abnormal sound or vibration, or unusual smell?	Yes	No
During continuous operation, was there any excessive noise?	Yes	No
2b.4 Ventilation in Existing Dwellings (checks are in addition to 2b.1 and 2b.3)		
Does the system have a central extract fan, or individual room extract fans, or both?	Yes	No
Does the total combined continuous rate of mechanical extract ventilation satisfy the standards in Table 1.3?	Yes	No

NOTE: All references to tables and paragraphs are to Approved Document F, Volume 1: Dwellings.  
Approved Document F can be downloaded from Gov.uk <https://www.gov.uk/government/publications/ventilation-approved-document-f>

Does each minimum mechanical extract ventilation high rate satisfy the standards in Table 1.2?	Yes	No
Is it certain that there are no background ventilators in wet rooms?	Yes	No
Do all habitable rooms have a minimum equivalent area of 5000mm <sup>2</sup> ?	Yes	No
Does each room have a system for purge ventilation (e.g. windows)?	Yes	No
Do the purge ventilation openings in the rooms satisfy the minimum opening area standards in Table 1.4?	Yes	No

### Part 3 – Commissioning details

The commissioning engineer responsible for commissioning of the ventilation system, should complete this section after completing part 2b. This section should only be completed after any issues identified in Part 2b have been rectified by the installer. If it proves to be impossible to commission the system to meet the design standards, then all issues must be rectified by the installer before the declaration in 3.5 is signed.

3.1 Commissioning equipment					
Schedule of air flow measurement equipment used					
Model No	Serial No		Date of UKAS Calibration (Must be within the last 12 Months)		
1.					
2.					
3.					
3.2 Not Applicable for Continuous Mechanical Extract Ventilation Systems					
3.3a Air flow measurements (Extract)					
Fan or Extract Air Terminal Reference (from section 1.2 above)	Measured air flow – high rate (l/s)		Design air flow – high rate (l/s) Refer to Table 1.2	Measured air flow – continuous rate (l/s)	Design air flow – continuous rate (l/s) Refer to Table 1.3
1.					
2.					
3.					
4.					
5.					
6.					
7.					
3.3b Commissioning Power Tests*					
Fan or Extract Air Terminal Reference (from section 1.2 above)	Total Extract air flow rate		Total Electrical Power**	Specific Fan Power***	SAP Design Q SFP
1.	High (l/s) Low (l/s)	High (l/s) Low (l/s)	High (l/s) Low (l/s)	(w/l/s)	(w/l/s)
2.	High (l/s) Low (l/s)	High (l/s) Low (l/s)	High (l/s) Low (l/s)	(w/l/s)	(w/l/s)
3.	High (l/s) Low (l/s)	High (l/s) Low (l/s)	High (l/s) Low (l/s)	(w/l/s)	(w/l/s)
4.	High (l/s) Low (l/s)	High (l/s) Low (l/s)	High (l/s) Low (l/s)	(w/l/s)	(w/l/s)
5.	High (l/s) Low (l/s)	High (l/s) Low (l/s)	High (l/s) Low (l/s)	(w/l/s)	(w/l/s)
6.	High (l/s) Low (l/s)	High (l/s) Low (l/s)	High (l/s) Low (l/s)	(w/l/s)	(w/l/s)
7.	High (l/s) Low (l/s)	High (l/s) Low (l/s)	High (l/s) Low (l/s)	(w/l/s)	(w/l/s)
*In compliance with Approved Document L: Conservation of Fuel and Power - Volume 1, paragraph 6.54 and 6.55, Ventilation systems should be designed so they can be commissioned to suitable ventilation rates so that spaces are not significantly overventilated. The Specific fan power should not exceed the stated 0.7 w/l/s.					
** Total electrical power, supplied from fused connection unit to fan box, i.e. including all controls, needs to be measured when the system has been commissioned and the fans are running at the low air flow rate.					
***Electrical Power divided by the low extract air flow rate.					

### 3.4 Not Applicable for Continuous Mechanical Extract Ventilation Systems

### 3.5 Commissioning engineer's declaration

Engineer's signature	
Registration number (if applicable)	
Date of commissioning	

NOTE: All references to tables and paragraphs are to Approved Document F, Volume 1: Dwellings.

Approved Document F can be downloaded from Gov.uk <https://www.gov.uk/government/publications/ventilation-approved-document-f>

Approved Document L can be downloaded from Gov.uk <https://www.gov.uk/government/publications/conservation-of-fuel-and-power-approved-document-l>

The completed copy of the commissioning sheet should be submitted to the building control body within 5 days for new dwellings, or within 30 days in all other cases, as evidence that the system has been correctly installed, inspected and commissioned.

This Homeowner Manual with the completed commissioning sheet should be given to the building owner, along with the manufacturers operating and maintenance instructions for the ventilation system.

#### Notes

The air in your home comes from outside and once inside it circulates around the dwelling. Your ventilation system needs to be cleaned on a regular basis to ensure that the different parts work together to allow fresh air to flow through your home to ventilate effectively.

#### Document cleaning of my fan

Document below the fans from table 1.2

Room Name	Month/Year						
1.							
2.							
3.							
4.							
5.							
6.							
7.							

#### Trickle vents

Ensure that trickle vents within window frames, are working and clear on the outside of the property and inside. If there is no ventilation moist air will build up in the property affecting the fabric of the building.

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