AURAretrofit
Home Heating and Energy Solutions

METHOD STATEMENT FOR HEATING SYSTEM INSTALLATION

(I.e. Installation of Heating System, excluding the Heat Source)

MS06-HEATING SYSTEM INSTALLATION

Overview of revisions

REVISION	DATE	DESCRIPTION OF CHANGES
00	19/11/2025	First Issue
01		

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1.0 Purpose

The purpose of this Work Method Statement is for major works within a domestic or small commercial property. This activity should be performed with strict compliance and implementation of Safety requirements & procedures and project specifications to complete the work for the Installation of or extensive modification of a Wet Central Heating System.

2.0 Scope of Work

The scope of this Method Statement covers the works carried out during the Installation of or extensive modification of a Central Heating System.

3.0 Objective

- Strict adherence to this method statement is critical to the health and safety of all manpower engaged in the work.
- Any deviation must first be authorized prior to the deviation being carried out.
- Work safely throughout the entire process.

4.0 References & Standards

- Safety Code of Practice
- Required Standards.
- Aura Retrofit HSE MS Safe work procedures
- Aura Retrofit Risk Assessments
- Contract Requirements & Specifications.

5.0 Term & Definitions [If Any]

The technical terms & definitions to be carried out during the works are below:

- HSE – Health, Safety, and Environment
- PTW – Permit to Work
- Toolbox talk – Pre-work briefings related to safety
- PPE – Personal Protective Equipment
- MOS – Method of statement
- Contractor – [Name of the Client/contractors]
- Performer – Contractor Engineer
- Major works – Works involving anything work carried out that requires more than ½ day labour

6.0 Responsibilities

- Ensure strict compliance with PTW and procedure.
- Deploy competent and certified staff.
- Conduct pre-job briefings/toolbox talk/Hazard Communication.
- Ensure usage of correct tools and equipment.
- Ensure to keep away from other equipment or wires/cables not related to the job.
- Maintain good housekeeping at all times.
- The site Engineer will be managing the activities to execute the works as detailed in MOS with safe practice and procedure
- The contractor should strictly follow plant rules and regulations while doing the job.
- Provide all necessary tools, equipment, and material required at the site.
- Stop all unsafe work activities.
- Ensure availability of all required tools to maintain a safe working environment.
- Ensure compliance with procedures concerning equipment and related certification and permits.
- Ensure that the workers under his command fully understand the hazards and risks involved in the job and are responsible to ensure they work in a safe environment.
- The site team must be aware of the worker about fire, health and safety and specific site requirements. As the workers will be working within unfamiliar buildings, they must also be made aware of the positions of fire alarm call points, fire evacuation assembly points, fire extinguishers or blankets and the nearest fire escape routes if applicable.

7.0 Work Method

- On arrival at the client's home, we would be discussing in detail what works will be carried out and, and if possible, the order, they will be carried out.
- Liaise with the customer to confirm and finalize working hours where applicable, the final position of radiators, discuss isolation procedures & strategies of the existing gas and electrical services and inform the homeowner/client/contractor of the possible potential hazards.
- Floorboards lifted where required locating drain points, attaching hose pipes and discharge into the suitable drain.
- Isolate water supplies to the existing system.
- Use the dust sheets stair runner protectors and any other appropriate protection deemed necessary by the installation engineer, remove unnecessary/waste materials such as radiators, old pipes.
- Lift carpets if required, floorboards etc. and install new pipework, floor joists notched or drilled to take the new pipe.
- Start and run the new pipework installation, soldering where necessary (make sure that a suitable method of extinguishing small fires is in place and that no flammable material/substances id left near soldering points).
- Make a connection to all new pipe's installation to radiators and valves.
- Install new boiler/ASHP along with flue as needed (care and attention when determining the location of the boiler and flue.) Connect the flue pipe and seal with plaster/sand and cement mix where required.
- Make all connection to all new pipe's installation from radiator position back to the location of the heat source to complete the heating system. Reconnect the hot & cold services, relevant to the heating system.
- Carryout where necessary testing of the system to ensure that the system itself is sound and free from defects.
- Make good any walls, doors, ceilings disturbed during installation work.

8.0 Plant/Equipment:

- Battery-powered drills saw, and screwdrivers
- Hand tools
  Pipe benders Torch
- Blow lamps for soldering Full PPE

9.0 Manpower Resourcing

S.N.	POSITION	NUMBER OF EMPLOYEES
1		
2		
3		
	TOTAL	

Appendices (As Applicable)

1. Risk Assessment (Attached)