



The Certification Mark for Onsite
Sustainable Energy Technologies

Microgeneration Installation Standard: MCS 023

*Additional Requirements for MCS Installation Companies to
become Green Deal Authorised
Issue 1.0*

This standard has been approved by the Steering Group of the MCS.

REVISION OF MICROGENERATION INSTALLATION STANDARDS

Microgeneration Installation Standards will be revised by issue of revised editions or amendments. Details will be posted on the website at www.microgenerationcertification.org

Technical or other changes which affect the requirements for the approval or certification of the product or service will result in a new issue. Minor or administrative changes (e.g. corrections of spelling and typographical errors, changes to address and copyright details, the addition of notes for clarification etc.) may be made as amendments.

The issue number will be given in decimal format with the integer part giving the issue number and the fractional part giving the number of amendments (e.g. Issue 3.2 indicates that the document is at Issue 3 with 2 amendments).

Users of this Standard should ensure that they possess the latest issue and all amendments.

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FOREWORD

The following document [MCS 023] contains provisions, which, through reference in this text, constitute normative or informative provisions of this document [MCS 023]. At the time of publication, the editions indicated were valid. All documents are subject to revision, and parties applying this document [MCS 023] shall investigate the possibility of applying the most recent editions of the documents referenced.

The following document [MCS 023 issue 1.0] is the first edition of this new standard. It is available for reference from the date of publication [28/01/2013]. Installers of microgeneration systems who wish to become certificated in accordance with [MCS 023 issue 1.0] may commence working in accordance with this standard from 28/01/2013. Installers of microgeneration systems who wish to operate under Green Deal to install Microgeneration measures must be authorised to do so in accordance with [MCS 023 issue 1.0] from 28th January 2013.

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1. INTRODUCTION

The objective of this document is to set out the additional requirements that an MCS Installation Company must fulfil in order for an MCS installation to be eligible for the Green Deal. Compliance with this document does not exempt MCS Installation Companies from also needing to comply with MCS 001 Installer Certification Scheme Requirements, the Green Deal Code of Practice, or any other relevant standards, legislation, regulations or other referenced documents.

The requirements here-in are derived from PAS 2030: 2012. MCS acknowledges and thanks BSI and the PAS 2030 Steering Group for allowing those requirements to be reflected in this document.

2. SCOPE

The scope of this scheme document includes the supply, design, installation, set to work and commissioning of the following Microgeneration technologies:

Green Deal Energy Efficiency Measure	MCS term	Notes regarding scope under Green Deal
Air source heat pumps	Microgeneration Heat Pump Systems	Excludes exhaust air heat pumps
Ground source heat pumps		
Water source heat pumps		
Biomass boilers	Solid Biofuel Heating Systems	
Biomass room heaters (including with radiators)		
Micro combined heat and power	Heat Led Micro-CHP Systems Electricity-Led Micro-CHP Systems	

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Micro wind generation	Micro and Small Wind Turbine Systems	Where the installation has a Declared Net Capacity of between 500W and 25 kW
Photovoltaics	Solar Photovoltaic (PV) Microgeneration Systems	
Solar water heating	Solar Heating Microgeneration Systems	Solar water heating only

Certification to this standard only covers the technologies listed above, and does not confer authorisation to install any other Green Deal Energy Efficiency Measures (EEMs)

For the avoidance of doubt, the MCS installation company is always responsible for ensuring all MCS requirements in relation to each installation have been met in full, either directly by the installation company or via the relevant Green Deal Provider.

3. DEFINITIONS

Accredited Certification Body	A body that undertakes the assessment of microgeneration Installation Companies in accordance with the requirements of this scheme and is accredited to do so in accordance with EN 45011 by UKAS or an equivalent (i.e. a member of the International Accreditation Forum (IAF) Multilateral Recognition Arrangement (MLA), as well as being party to a valid Sub-Licence for use of the MCS Mark, and a valid Sub-Licence for use of the Green Deal Mark.
Commissioning	Activities that ensure that the installed measure operates within the boundaries and conditions of the design specification
Customer	The end-user for whom the microgeneration installation will be carried out. In consumer contracts this may be the householder or property owner (e.g. a social or private landlord). NOTE: Read in conjunction with 'Scope' section of this document.

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EEM system	Combination of particular products, installation equipment and materials, method of installation and performance objectives included on the approved (EEM) register
Energy efficiency measure (EEM)	Planned work undertaken to improve the energy performance of a building by saving or generating energy
Green Deal Provider (GDP)	Entity providing EEM design and/or specification services to customers under the Green Deal in relation to products/systems identified on the approved (EEM) register NOTE: The Green Deal Provider will also have responsibilities relating to the financing of the EEM to be installed.
Installation Company	An organisation that is responsible for all of the following activities: supply, design or design review, installation, set to work and commissioning Microgeneration systems and technologies
Installation	Location, placement and/or fixing of an EEM in, or connected to, an existing building excluding any related work to enable the installation of the measure
Operative	Person employed by the installation company, either directly or under a subcontract arrangement, to undertake installation tasks on an energy efficiency measure in accordance with the relevant method statement and the related requirements of this Standard NOTE: Individuals employed to provide labouring, carrying or loading/unloading capability do not constitute operatives in the terms of this Standard.
Pre-installation survey	Inspection and assessment undertaken by, or on behalf of, the Installation Company prior to commencement of installation, to confirm that the design specification provided by the Green Deal Provider can be fulfilled at the location specified and that the proposed installation will not result in non-compliance with MCS scheme requirements.

4. ASSESSMENT BY THE CERTIFICATION BODY

In addition to the assessment scope and methodology outlined in MCS 001, the scope of the assessment and surveillance will also include:

- This Standard
- The Green Deal Code of Practice

5. CERTIFICATION AND LISTING

Once the Certification Body has completed assessment against this Standard, and all non-conformities are closed, the Certification Body will provide the installation company with a certificate detailing their certification to this and any other relevant Standards under MCS.

Where directed to do so by the Green Deal Oversight and Registration Body, the Certification Body will also provide the installation company with a separate certification number to allow registration under the Green Deal.

The certificate remains the property of the issuing Certification Body.

The details of the installation company will then be published on both the MCS and Green Deal ORB websites. www.microgenerationcertification.org and www.decc.gov.uk/orb.

6. CERTIFICATION MARK

The Installation Company shall use the Certification Mark(s) only in accordance with the Certification Bodies' instructions

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7. ADDITIONAL INFORMATION

For the purposes of Green Deal oversight, in addition to MCS scheme requirements regarding sharing of applicant and certificate holder information, such information may also be shared by the Certification Body and/or MCS with the Green Deal Oversight and Registration Body.

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The following sets out the requirements against which the installation company will be assessed.

8. BUSINESS AND FINANCIAL PROBITY

The installation company shall have adequate arrangements to cover liabilities arising from its operations and/or activities undertaken under the scope of this Standard and have the financial stability and business resources likely to sustain their operation.

9. DESIGN

For Green Deal-funded installations, the location-specific design specification shall be obtained from the Green Deal Provider (GDP) authorising the installation. The installation company shall remain responsible for ensuring that design is in accordance with the MCS scheme. In the event that upon review the design is not compliant, the Installation Company must refer the design back to the GDP before any installation work commences. The Installation Company will upon completion confirm to the GDP that the installation was carried out in accordance with the agreed design.

10. INFORMATION TO BE OBTAINED FROM THE GREEN DEAL PROVIDER

Prior to commencing the installation, the installation company must either obtain from the Green Deal Provider the following information, or obtain from the Green Deal Provider written confirmation of any of the following information that is not required for that particular installation:

- a. details of, and provision for, interrelationship between measures and measure installation in respect of: (1) mutual efficiency and effectiveness of measures, and (2) working procedures and timing;

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- b. installation instructions and requirements to be applied including those for any required interrelationship between measures;
- c. customer requirements and expectations to be met by the Installation Company, including, for example timing, access to the premises, storage of materials and tools and use of toilets and other facilities;
- d. confirmation that all necessary permissions have been obtained and any constraints made known; **NOTE:** *This should include information in respect of historic or listed properties covered by the Town and Country Planning Act 1990; the Listed Buildings and Conservation Areas Act 1990 or the Ancient Monuments and Archaeological Areas Act 1979.*
- e. information that is to be provided by the Installation Company to the customer, in addition to that already required by relevant MCS and MIS standards;
- f. confirmation that the necessary guarantees and warranties are in place;
- g. detail of the terms and conditions included in guarantees and warranties, including any specific installation requirements or limitations that may affect their validity.

The installation company shall ensure that before operatives arrive at the installation site they have been provided with the information relating to at least items (a), (c) and (e) above.

11. ADDITIONAL SITE-SPECIFIC REQUIREMENTS (PRE-INSTALLATION)

Prior to commencing installation, the Installation Company shall conduct a survey to confirm that the site-specific information obtained from the Green Deal Provider is still accurate.

Additionally, in the event that species (e.g. bats, birds, butterflies, dormice) or plants that could be subject to special protection are found to be present at the designated location, the Installation Company shall include report of that presence in the survey record and make the presence known to the GDP, seeking advice on how to proceed, prior to commencing installation.

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In the event that the survey findings reveal that the site specific location information is not accurate and / or the installation cannot go ahead in full compliance with the relevant standards and/or statutory requirements, the Installation Company shall notify the Green Deal Provider and any relevant statutory authorities, and work with the Green Deal Provider as necessary to develop a mutually agreed solution. Installation shall not commence until such solution has been agreed. The Installation Company shall always obtain the written agreement of the Green Deal Provider to changes in specification.

12. EQUIPMENT

In the event that the Installation Company has reason to believe that a calibrated item may be out of calibration (e.g. the item has been dropped or mistreated), the Installation Company shall have in place instruction that operatives cease using the item immediately and arrangement for its recalibration or replacement at the earliest practicable time. The Installation Company shall record the date and time of all instances where recalibration or replacement is required during an installation, and take action to confirm any measurements that may have been made while the item was out of calibration.

13. INSTALLATION OF MULTIPLE GREEN DEAL ENERGY EFFICIENCY MEASURES AT ONE SITE

The Green Deal is focussed on a package of measures that will be installed at one site. The installation of the measures will potentially be carried out by multiple contractors and companies. In the event of the installation of other measures impacting on the installation to be carried out, the Installation Company must notify the GDP. The Installation Company shall have in place processes to accommodate intermediate

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inspections that may be required by other contractors prior to the commencement of, or during, the installation of the EEM for which they are responsible.

14. HANDOVER

The detailed requirements for each handover are set in each MIS standard. In addition, for Green Deal installations the Installation Company is required to provide a copy of the handover pack to the GDP upon completion. The Installation Company shall also follow any additional handover procedures that have been specified by the GDP.

15. POST-INSTALLATION INFORMATION

The Installation Company will send the GDP details of any complaints or findings that arise from the installation. This will include details of any customer issues that the GDP may be required to resolve or information that may impact other contractors carrying out the installation of other EEMs.

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PUBLICATIONS REFERRED TO

The following list implies the latest edition and amendments:

- Green Deal Code of Practice. Available from: <http://www.greendealorb.co.uk/code-of-practice>
- MCS 001: Installer Certification Scheme Requirements. Available from: <http://www.microgenerationcertification.org/mcs-standards/installer-standards>
- PAS 2030: 2012: Improving the Energy Efficiency of Existing Buildings – Specification for Installation Process, Process Management and Service Provision. Available from <http://shop.bsigroup.com/en/ProductDetail/?pid=000000000030248249>

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DOCUMENT NO.	AMENDMENT DETAILS	DATE
1.0	First publication	28/01/2013