

## Method Statement - Fume Cupboards Tested to Meet BS EN 14175

- 🕒 Take face velocity readings in accordance with BS EN14175 Part 4 using a calibrated anemometer.
- 🕒 Compare actual average face velocity with control panel reading and recalibrate control panel if required.
- 🕒 Create low airflow conditions and check control panel gives audible and visual alarm.
- 🕒 Check operation of VAV damper (Minimum, Run and Maximum).
- 🕒 Visual inspection of damper if access allows.
- 🕒 A visual inspection of the sash mechanism without dismantling the sash.
  - 🕒 Check operation of sash stop.
  - 🕒 Adjust sash tracking if sash feels loose or if too stiff.
  - 🕒 Visual inspection of pulley alignment and wire condition.
- 🕒 Check operation of motorised sash and presence sensor if fitted.
- 🕒 Inspection of electrical and mechanical services.
- 🕒 Test MCB's, RCD's and RCBO's where fitted.
- 🕒 Check operation of all light fittings and light switch.
- 🕒 Visual inspection of chamber integrity, including seals around panels, sinks and worktops. Advise users if baffles require cleaning.
- 🕒 Inspect worktop for cracks / leaks. Check underneath worktop for any signs of leaks.
- 🕒 Check operation of hinged sill and adjust if required.
- 🕒 Inspect extract fan (safe access to the fans will be required). Check rigidity of stack and supports.
- 🕒 Inspect fume extraction systems for cracks or loose connections (ground level only unless safe access provided). Including under-bench storage cupboards ventilation to main system.
- 🕒 A full report will be issued on each fume cupboard, detailing the results obtained



ISO 9001  
ISO 14001  
OHSAS 18001

