

# **DONSON**

## **MOTORHOME SERVICES LIMITED**

### **Habitation Check List**

#### **SECTION 1**

##### **BODY MOUNTING**

###### **1.1 BODY TO CHASSIS**

Examine all fixings retaining the body to the chassis - this may be direct or through a sub-frame.

Where practical, all fittings should be checked to ensure they are all present and correctly secured.

###### **1.2 BODY TO CAB**

Examine joint between body and cab for signs of movement and soundness of sealing media.

###### **1.3 BODY RETENTION (Dismountables)**

Check serviceability and tightness of body retaining gear.

Check serviceability of body support struts and mountings.

(Note - whether it will be necessary to demount the body to check the body supports must be agreed between dealer and customer).

#### **SECTION 2**

##### **WINDOWS**

###### **2.1 WINDOWS**

Check window glazing rubber or sealing for cracks and general condition.

Check for satisfactory opening and closing.

Check fixing of top hinge rail on top hung windows.

Check for good weather seal when window is closed and latched.

Check catches and stays for satisfactory operation.

#### **SECTION 3**

##### **DOORS**

###### **3.1 EXTERNAL DOORS**

Not including base vehicle doors.

###### **3.1.1 SECURITY**

Check that hinges and catches are satisfactory and that, when latched, doors are held securely shut.

Check that keys or internal latches lock the doors correctly.

Check that any device fitted to hold a door in the open position is satisfactory.

###### **3.1.2 SEALING**

Check all door seals for cracking and general condition. Check correct closing to give a weather-tight seal.

### 3.1.3 CHILDPROOF LOCK

Where a door is fitted with a childproof lock, check that an appropriate warning notice is fixed adjacent to the door.

Appropriate warning notices are available from motorhome manufacturers.

## 3.2 INTERNAL DOORS

### 3.2.1 SECURITY

Check that hinges and catches are satisfactory and that, when latched, the door is held securely shut.

### 3.2.2 SAFETY

Check that any device fitted to hold a door in the closed position can be operated from both sides to open the door in an emergency.

## SECTION 4

### ATTACHMENTS TO CHASSIS OR UNDERBODY

#### 4.1 CORNER STEADIES

Check that attachments to chassis are secure. Ensure steadies work freely and satisfactorily.

Lubricate screw to ensure correct operation.

#### 4.2 FOLDING/RETRACTABLE STEPS

Check that step pivots are satisfactory and not worn. Check that, when closed, the retaining mechanism holds the step securely. If fitted, check warning device is working.

#### 4.3 UNDERFLOOR WATER TANK MOUNTINGS

Check mounting frames are secure to body. Any fastenings that require releasing to remove the tank should be free of rust and operate freely. (Removal, flushing, cleaning and replacing of tanks will be carried out at the prior request of the customer or will be done subsequently with other work).

#### 4.4 SPARE WHEEL

Remove spare wheel. Check for damage. Check tyre pressure.

Check mounting frame for security to body and for secure retention of spare wheel.

#### 4.5 WHEELBOXES

Check for damage, corrosion, water seepage, signs of tyre rubbing.

## SECTION 5

### ATTACHMENT TO BODY EXTERIOR

#### 5.1 ROOF LIGHTS

Check security, general condition, and that sealing has not deteriorated.

#### 5.2 ROOF RACKS AND LADDERS

Check security to body and general condition.

Check roof for damage adjacent to rack.

#### 5.3 MOULDINGS, TRIMS

Check security. Check sealing has not deteriorated (see section 6).

#### 5.4 FLUE TERMINALS, AIR VENTS

Check security. Check sealing has not deteriorated.  
Check that these are not blocked.

## SECTION 6

### INTERNAL

#### 6.1 BODY SEEPAGE CHECK

Examine for moisture/water staining of areas under windows, at side of roof and at corners which could indicate water seepage problems.  
A moisture meter should be used where appropriate.

#### 6.2 FURNITURE

Check furniture is securely fixed.  
Check door hinges, catches and stays for satisfactory operation.

#### 6.3 DINETTE SEAT/BEDS

Check seat bases for security of fixings and for damage.  
Make up beds according to manufacturer's instructions and check for rigidity and safety.

#### 6.4 UPPER BUNKS

Check there is a secure means of access to upper bunks and that, where applicable, protection against falling out and entrapment is provided.

#### 6.5 CURTAINS/BLINDS/NETS

Check track is secure and curtains draw freely without snagging.  
Check blinds and/or nets for correct operation.  
Check flyscreens in roof lights and air vents.

#### 6.6 CAB SEATS

Where cab seats form part of the living area and/or bed layout they should be checked for security of attachment, smooth and easy operation of seat slides, swivels and seat back operation.

#### 6.7 FIRE EXTINGUISHERS

Check condition and expiry date. If an extinguisher is not fitted, inform the customer of the advisability of such equipment.

#### 6.8 FIRE BLANKET

Check position (should be near cooker).  
If one is not present, inform the customer of the advisability of such equipment.

#### 6.9 ADVICE TO OCCUPIERS WARNING NOTICE

Check presence and condition and advise accordingly  
The wording and the layout of the notice should be set out as follows:

#### **ADVICE TO USERS**

#### **VENTILATION**

**NO NOT OBSTRUCT THE VENTILATORS WHICH ARE FITTED;  
YOUR SAFETY DEPENDS ON THEM**

#### **IN CASE OF FIRE**

**1. GET EVERYONE OUT**

- 2. TURN OFF OUTSIDE GAS VALVE OR OIL VALVE (IF FITTED)**
- 3. DISCONNECT THE MAINS ELECTRICITY SUPPLY**
- 4. RAISE THE ALARM AND CALL THE FIRE BRIGADE**
- 5. TACKLE THE FIRE IF SAFE TO DO SO**

#### **FIRE PRECAUTIONS**

**CHILDREN: DO NOT LEAVE THEM ALONE**

**MEANS OF ESCAPE: MAKE SURE YOU KNOW THE LOCATION AND OPERATION OF THE EMERGENCY EXITS, KEEP ALL ESCAPE ROUTES CLEAR**

**COMBUSTIBLE MATERIALS: KEEP THEM CLEAR OF ALL HEATING AND COOKING APPLIANCES**

**FIRE FIGHTING: PROVIDE, AT LEAST, A 1 KG POWDER FIRE EXTINGUISHER, THAT COMPLIES WITH BS 5423 BY THE MAIN EXIT DOOR, AND A FIRE BLANKET NEXT TO THE COOKER. MAKE YOURSELF FAMILIAR WITH THE INSTRUCTIONS ON YOUR FIRE EXTINGUISHER AND THE FIRE PRECAUTION ARRANGEMENTS ON THE CARAVAN PARK.**

#### **6.10 PORTABLE OR OPEN FLAME HEATING EQUIPMENT**

Check for its presence. The customer must be advised against its use.

## **SECTION 7**

### **ELEVATING ROOFS**

#### **7.1 LIFTING MECHANISM**

Gas struts or spring struts should be checked for corrosion (particularly on the piston rods of gas struts), smooth operation when operating roof up and down and to ensure that they support the roof when fully up. Check attachment points of struts to body and roof.

#### **7.2 CANVAS SIDE WALLS**

Check for satisfactory attachment to body and roof.

Check for splits or holes, particularly at fold lines.

Check that the canvas stows satisfactorily when roof is lowered.

(A waterproofing check will be done at the prior request of the customer).

#### **7.3 SOLID SIDE WALL**

Check sides and end panels fold up and down correctly, that they seal against each other where appropriate and that retaining mechanisms are satisfactory.

Check all hinges for security and freedom from strain.

#### **7.4 LOCKING OF ROOF**

It is important to ensure that when the roof is in the travelling position, it is safely and positively locked down. Any locking retaining mechanism should be carefully examined.

## **SECTION 8**

## **GAS SYSTEMS**

### **8.1 CYLINDERS AND REGULATORS**

Establish that the cylinders and regulators are compatible. Butane (blue) cylinders should have a regulator stamped with the pressure 11" WG (28 m bar) and propane (red) cylinders should be stamped 14" WG (37 m bar). Check that the regulator is controlling the gas to the correct pressure for the type of cylinder fitted.

Check cylinder compartment vents and gas drop hole in the floor are free from obstruction.

Check seals on internal doors.

### **8.2 HOSE AND PIPING**

Check any flexible hose is of an approved type. Check its condition and for any evidence of cracking.

Check piping for condition, damage and correct support.

Carry out an overall leak test.

### **8.3 APPLIANCES**

In general, the checking of gas appliances can be divided into the following:

1. Cleaning
2. Operation of controls
3. Correct flame structure
4. Flues
5. Flame failure device
6. Security

#### **8.3.1 CLEANING**

Where appropriate, remove cover(s) to gain access to heat exchanger.

Clean away any fluff or foreign matter. Reassemble and test.

Clean flame viewing window.

#### **8.3.2 CONTROLS**

Check that all knobs etc. work smoothly and are secure on their spindles.

If gas taps require greasing to ease stiffness, use only approved LPG grease.

Check that appliances can be brought into service using the normal controls.

#### **8.3.3 CORRECT FLAME STRUCTURE**

Check that all pilot flames burn quietly and clearly.

Refrigerator: With the refrigerator gas control turned to maximum, the colour of the flame should be predominantly blue.

Instantaneous Water Heating: The main burner flame should be of even height and blue in colour. A flame burning yellow will allow sooting to occur.

Ovens: The oven flame should burn quietly and be of even height, mainly blue/green in colour. If the gas is propane, the flame will normally develop yellow tips as the burner heats up. If the gas is butane, a small amount of yellow tipping will be seen immediately after lighting, increasing as the burner heats up.

Grill Burners: It is normal for the flames on this type of burner to develop yellow tips as it heats up, particularly on butane.

General: A flame lifting away from the burners is an indication of too high a pressure, although it may happen with grill burners whilst the frets are heating up.

A yellow flame will cause sooting and is an indication of too low a pressure.

Providing the regulator and piping have been checked and found satisfactory the above faults should not appear.

#### 8.3.4 FLUES

Flues should be examined for security of fixing and for correct attachment to appliances and flue terminals. They should be free from damage and corrosion. Check for leakage of flue gases into the vehicle.

#### 8.3.5 FLAME FAILURE DEVICE (FFD)

Where fitted, the FFD should be checked to ensure satisfactory operation. After the appliance has been successfully checked, allow time for the thermocouple to cool. Attempt to relight the appliance by turning it on without pushing in the gas control knob. (Do not override the FFD). If appliance does not light, FFD is satisfactory.

#### 8.3.6 SECURITY

Check appliance is securely fixed to the vehicle/furniture and will be free from rattles. Where applicable, check that water pipes are satisfactorily attached with no sign of leakage

#### 8.3.7 PROTECTION OF ADJACENT SURFACES

Check that surfaces adjacent to open flame cooking appliances have adequate protection.

#### 8.3.8 INSPECTIONS

It is recommended that inspections are carried out by a qualified fitter trained to, for example, CORGI (Confederation of Registered Gas Installers) or Calor standards.

## **SECTION 9**

### WATER SYSTEM

Before operating the water system, a visual check of the following items may show up an obvious leak source.

#### 9.1 FRESH WATER TANK CONTAINER

Check condition, fill tank and check for leaks.  
Check the external filter and filter pipe to tank.  
Check for satisfactory venting.  
Check condition and presence of filter cap.

#### 9.2 WASTE WATER TANK

Check drain tap is clear and working.  
Check condition and presence of drain hose. (The water tank will be drained, flushed, cleaned and charged with a measure of toilet fluid/disinfectant at the prior request of the customer.

#### 9.3 FILTER PUMP

When applicable, remove filter and replace.  
Check the in-line pump for security and condition. Remove the submersible pump from tank, check condition.  
Check pump inlet and outlet are clear and not obstructed.  
Check delivery hose and electric cable are secure and satisfactory

Operate pump. Check all piping for leaks.

Operate taps and shower. If a hot water system is fitted, it can be checked for leaks etc. using cold water.

(Note - Aerated water from tap could be due to a leak on the suction side of the pump).

With water running through the drain pipes, check for leaks and satisfactory draining of water from sinks etc.

#### 9.6 . COUPLINGS AND FLUIDS.

Check that the appropriate markings are used - blue for fresh water, grey for waste water. Ensure a sealing off cover is supplied for each coupling. Check that filler positions are designated "petrol", "diesel", or "water" as appropriate.

#### 9.7 TOILET WASTE TANK

Check that any fixed tank intended to receive discharge from a toilet is fitted with either a level or full indicator.

## **SECTION 10**

### **ELECTRICAL SYSTEMS**

#### 10.1 EXTRA LOW VOLTAGE 12 VOLTS (excluding vehicle)

##### 10.1.1 BATTERY/IES

Check battery/ies for condition.

Check connections, wires, fuses and relays appertaining to the habitation electrics.

##### 10.1.2 WIRING

Examine all visible wiring.

Check all connections and joints are sound and satisfactory

##### 10.1.3 FUSES/FUSE HOLDERS

Ensure that fuses and fuse holders used to protect the habitation electrics are satisfactory and that fuse ratings are compatible with the circuit appliances being protected.

##### 10.1.4 APPLIANCES

Inspect all appliances for damage, signs of overheating and secure fixing  
Function test all appliances.

#### 10.2 MAINS 230 VOLT SYSTEM

It is recommended that the inspection and certification of the 230 volt system be carried out by a qualified electrician who is an approved contractor of the NICEIC (National Inspection Council for Electrical Installation Contracting) or in membership of the Electrical Contractors Association.

## **SECTION 11**

### **VENTILATION**

#### 11.1 HIGH LEVEL

Check all high level ventilators, including roof lights, are free from obstruction and allow a free flow of air.

#### 11.2 LOW LEVEL

Check all low level ventilators are free from obstruction and allow a free flow of air.  
If the ventilator is manually adjustable then ensure mechanism is free and operating correctly