



ENERGY STAR HVAC Verified Installation: Verifier Checklist

[ESVI-V]

[v11.19.2013]

Customer Name: _____ Home Address: _____
 City: _____ State: _____ Zip: _____ System Location: _____
 System Description: _____

HVAC Contractor Information

HVAC Company Name: _____ Job Identifier: _____
 Crew Leader / Installer / Technician Name: _____ Date ESVI Contractor Checklist Signed: _____

1. File Review of Contractor Checklist

➤ This section to be completed on 100% of ENERGY STAR HVAC Verified Installations.

	File Verified	N/A
1.1 HVAC contractor holds credentials necessary to complete the HVAC System Installation Contractor Checklist <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	-
1.2 HVAC System Installation Contractor Checklist completed in its entirety and collected for records, along with documentation on full load calculations (1.3) and AHRI certificate (2.2) ¹	<input type="checkbox"/>	-
1.3 Review the following parameters related to system cooling design, selection, and installation from the HVAC Contractor Checklist (Contractor Checklist Item # indicated in parenthesis):		
1.3.1 Outdoor design temperatures (1.6) are equal to the 1% and 99% ACCA Manual J design temperatures for contractor-designated design location	<input type="checkbox"/>	<input type="checkbox"/>
1.3.2 Listed latent cooling capacity (2.7) exceeds design latent heat gain (1.13)	<input type="checkbox"/>	<input type="checkbox"/>
1.3.3 Listed sensible cooling capacity (2.8) is ≥ 95% of design sensible heat gain (1.14)	<input type="checkbox"/>	<input type="checkbox"/>
1.3.4 Listed total cooling capacity (2.9) is 95-115% (or 95-125% for Heat Pumps in Climate Zones 4-8) of design total heat gain (1.15), or next nominal size	<input type="checkbox"/>	<input type="checkbox"/>
1.3.5 AHRI Reference Number (2.3), AHRI Listed Efficiencies (2.4) and the nominal tonnage of replacement unit (2.6) all match the attached AHRI Certificate (2.2)	<input type="checkbox"/>	<input type="checkbox"/>
1.3.6 Calculated subcooling (6.3a minus 6.4a) value is within ±3 °F of the reported target temperature (6.4a) OR calculated superheat (6.3a minus 6.4a) value is within ± 5°F of the reported target temperature (6.4b)	<input type="checkbox"/>	<input type="checkbox"/>
1.4 Using AHRI Certificate or Model and Serial Number, verify that installed equipment is ENERGY STAR certified	<input type="checkbox"/>	-
1.5 Review the duct leakage results from the HVAC Contractor Checklist to verify that Duct Leakage Goal (4.1) was met.		
1.5.1 If ≤ 20% Total chosen by contractor for item 4.1, verify that value of item 4.4 is ≤ 20%.	<input type="checkbox"/>	<input type="checkbox"/>
1.5.2 If 50% Improvement chosen by contractor for item 4.1, verify that difference between 4.4 and 4.3 divided by 4.3 is equal to the value of item 4.5 and is ≥ 50%.	<input type="checkbox"/>	<input type="checkbox"/>

2. Field Verification of Contractor Checklist

➤ This section is mandatory as part of a random sampling protocol for jobs performed by a credentialed contractor.

	Field Verified	N/A
2.1 The (non)existence of the home's mechanical ventilation system is consistent with Contractor Checklist item 1.1	<input type="checkbox"/>	<input type="checkbox"/>
2.2 Floor area served by unit is within 15% of Contractor's Checklist value (1.9)	<input type="checkbox"/>	<input type="checkbox"/>
2.3 Predominant window type as identified in Contractor Checklist (1.11) is consistent with home being verified	<input type="checkbox"/>	<input type="checkbox"/>
2.4 Window area in home is within 15% of Contractor's Checklist value (1.10)	<input type="checkbox"/>	<input type="checkbox"/>
2.5 Installed cooling or heat pump equipment manufacturer and model type match the AHRI Certificate	<input type="checkbox"/>	<input type="checkbox"/>
2.6 Installed furnace's nameplate matches items 3.5, 3.6, and 3.7	<input type="checkbox"/>	<input type="checkbox"/>
2.7 Verifier confirmed total duct leakage test results are ≤ 20% total duct leakage OR within 10% of Contractor Checklist results (4.5) if contractor's method to evaluate duct leakage was a 50% improvement	<input type="checkbox"/>	<input type="checkbox"/>
2.8 Verifier confirmed supply (5.5) & return (5.3) side static pressure ≤ 110% of contractor values	<input type="checkbox"/>	<input type="checkbox"/>
2.9 Air flow is produced when central HVAC fan is energized (set thermostat to "fan")	<input type="checkbox"/>	<input type="checkbox"/>
2.10 Cool air flow is produced when the cooling cycle is energized (set thermostat to "cool")	<input type="checkbox"/>	<input type="checkbox"/>
2.11 Heated air flow is produced when the heating cycle is energized (set thermostat to "heat")	<input type="checkbox"/>	<input type="checkbox"/>
2.12 Pass of Combustion Appliance Zone Test	<input type="checkbox"/>	<input type="checkbox"/>
2.13 All New and Existing Combustion Appliances Pass Flue Tests	<input type="checkbox"/>	<input type="checkbox"/>
2.14 Corrosion-resistant drain pan, properly sloped to drainage system, included with each HVAC component that produces condensate and overflow switch or sensor is installed	<input type="checkbox"/>	<input type="checkbox"/>
2.15 Filter located and installed so as to facilitate access and regular service by the owner ²	<input type="checkbox"/>	<input type="checkbox"/>
2.16 Filter access panel includes gasket or comparable sealing mechanism and fits snugly against the exposed edge of filter when closed to prevent bypass	<input type="checkbox"/>	<input type="checkbox"/>

Verifier Company Name: _____



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Verifier Name: _____

Verifier Signature: _____

Date of File Verification (Section 1 Completed): _____

Date of Field Verification (Section 2 Completed): _____ OR No Field Verification Performed

Name of Oversight Organization: _____

Where this Checklist will be submitted in order to obtain the ENERGY STAR Certification for the HVAC System being Verified

For Internal Use by Oversight Organization (H-QUITO)

Documentation Approved for Issuance of the ENERGY STAR HVAC Verified Installation Certificate:

Yes

No Reason: _____

Date Certificate Issued: _____

Unique ID of Certificate #: _____

¹ If mechanical ventilation is present, Verifier shall verify that mechanical ventilation is accounted for in the load calculations.

² Verifier shall not fail a verification solely based on whether the filter is easily accessible. Verifier shall consider the existing home's configuration and whether the Contractor made reasonable efforts to have filter(s) accessible.