ENERGY STAR Qualified Homes, Version 3
Inspection Checklists for HI & PR Program Requirements

These Inspection Checklists shall only be used in Hawaii and Puerto Rico

As described in the ENERGY STAR Qualified Homes, Version 3 Program Requirements for Hawaii and Puerto Rico, one prerequisite for qualification is that a home must meet the requirements of the four attached checklists:

- Thermal Comfort System Rater Checklist for Hawaii and Puerto Rico
- HVAC System Quality Installation Contractor Checklist
- HVAC System Quality Installation Rater Checklist
- Water Management System Builder Checklist (or Indoor airPLUS Verification Checklist) [1]

With the exception of the Thermal Comfort System Rater Checklist for Hawaii and Puerto Rico, these checklists are aligned with the ENERGY STAR Qualified Homes, Version 3 (Rev 05) Inspection Checklists for the National Program Requirements. To be eligible for qualification, a home must also meet the other requirements listed in the ENERGY STAR Qualified Homes Version 3 Program Requirements for Hawaii and Puerto Rico, including verification of all requirements by a Rater.[2] Note that compliance with these guidelines is not intended to imply compliance with all local code requirements that may be applicable to the home to be built. Where requirements of the local codes, manufacturers' installation instructions, engineering documents, or regional ENERGY STAR programs overlap with the requirements of these guidelines, EPA offers the following guidance:

a. In cases where the overlapping requirements exceed the ENERGY STAR guidelines, these overlapping requirements shall be met;

b. In cases where overlapping requirements conflict with a requirement of these ENERGY STAR guidelines (e.g., slab insulation is prohibited to allow visual access for termite inspections), then the conflicting requirement within these guidelines shall not be met. Qualification shall only be allowed if the Rater has determined that no equivalent option is available that could meet the intent of the conflicting requirement of these ENERGY STAR guidelines (e.g., switching from exterior to interior slab edge insulation).

The Rater must review all items on the Rater checklists. Raters are expected to use their experience and discretion to verify that the overall intent of each inspection checklist item has been met (i.e., identifying major defects that undermine the intent of the checklist item versus identifying minor defects that the Rater may deem acceptable). The column titled "N/A," which denotes items that are "not applicable," should be used when the checklist item is not present in the home or conflicts with local requirements.

In the event that a Rater finds an item that is inconsistent with the intent of the inspection checklists, the home cannot earn the ENERGY STAR until the item is corrected. If correction of the item is not possible, the home cannot earn the ENERGY STAR. In the event that an item on a Rater checklist cannot be inspected by the Rater, the home also cannot earn the ENERGY STAR.

In the event that a Rater is not able to determine whether an item is consistent with the intent (e.g., an alternative method of meeting a checklist requirement has been proposed), then the Rater shall consult their Provider. If the Provider also cannot make this determination, then the Rater or Provider shall report the issue to EPA prior to project completion at: energystarhomes@energystar.gov and will typically receive an initial response within 5 business days. If EPA believes the current program guidelines are sufficiently clear to determine whether the intent has been met, then this guidance will be provided to the partner and enforced beginning with the house in question. In contrast, if EPA believes the program guidelines require revisions to make the intent clear, then this guidance will be provided to the partner but only enforced for homes permitted after a specified transition period after the release of the revised guidelines, typically 60 days in length.

This process will allow EPA to make formal policy decisions as partner questions arise and to disseminate these policy decisions through the periodic release of revised program documents to ensure consistent application of the program guidelines.

The Rater is required to keep electronic or hard copies of the completed and signed checklists. The signature of the HVAC technician is required if any of the HVAC equipment specified on the HVAC System Quality Installation Contractor Checklist is installed in the home.

The Thermal Comfort System Rater Checklist for Hawaii and Puerto Rico and the HVAC System Quality Installation Rater Checklist shall be permitted to be completed for a batch of homes using a RESNET-approved sampling protocol. For example, if the approved sampling protocol requires verification of one in seven homes, then these two checklists shall be permitted to be completed for the sample set based upon the required verification of the one home. Sampling shall not be permitted to be used for the HVAC System Quality Installation Contractor Checklist or the Water Management System Builder Checklist. Instead, these two checklists shall be completed for each qualified home.

Rater Name: _____ Rater Company Name: _____ Builder Company Name: _____ HVAC Company Name: _____	☐ Rater has verified that HVAC contractor holds credentials necessary to complete the HVAC System Quality Installation Contractor Checklist ☐ Rater has verified that builder is an ENERGY STAR Partner

ENERGY STAR Qualified Homes, Version 3
Inspection Checklist Notes

1. A completed and signed Indoor airPLUS Verification Checklist may be submitted in lieu of the Water Management System Builder Checklist. Indoor airPLUS is a complimentary EPA label recognizing new homes equipped with a comprehensive set of Indoor Air Quality (IAQ) features. Indoor airPLUS verification can be completed by a Rater during the ENERGY STAR verification process. For more information, see www.epa.gov/indoorairplus.
2. The term 'Rater' refers to the person completing the third-party inspections required for qualification. This party may be a certified Home Energy Rater, Rating Field Inspector, BOP Inspector, or an equivalent designation as determined by a Verification Oversight Organization such as RESNET.
3. The Rater may define the 'permit date' as either the date that the permit was issued or the date of the contract on the home. In cases where permit or contract dates are not available, Providers have discretion to estimate permit dates based on other construction schedule factors. These assumptions should be both defensible and documented.

ENERGY STAR Qualified Homes, Version 3
Thermal Comfort System Rater Checklist for HI & PR

This Inspection Checklist shall only be used in Hawaii and Puerto Rico

Home Address: _____ City: _____ State: _____

Inspection Guidelines	Rater Verified	Must Correct	N/A
1.1 Sensible and latent cooling load shall be reduced through any combination of energy efficient design practices such that the resulting cooling load is: ≤ 12,000 btu/h per 1,000 ft^2 of conditioned floor area for Hawaii. ≤ 16,000 btu/h per 1,000 ft^2 of conditioned floor area for Puerto Rico. Load has been calculated by [1]: ☐ Rater ☐ Builder ☐ HVAC Contractor	☐	☐	-
1.2 Operable apertures (e.g., windows, skylights, window air inlets) provided that meet the following requirements:			
1.2.1 For all primary living areas[2], operable aperture areas totaling a minimum of 12% of the floor area of the room shall be provided in that room.[3] Components contributing to the operable aperture area shall be able to be opened without the use of ladders or special tools.	☐	☐	-
1.2.2 The total operable aperture area in each room shall be provided by a minimum of two components (e.g., two windows, one window and one door). No single component shall contribute ≥ 70% of the total operable aperture area in each room.	☐	☐	-
1.2.3 The components contributing to the operable aperture area in each room shall be located on two or more exterior walls except when placed on a single exterior wall with wing walls [4]. If placed on adjacent walls, components shall be placed at a minimum of one third of the wall width from the adjoining corner.	☐	☐	-
1.2.4 Insect screens shall be provided for all components that contribute to the operable aperture area.	☐	☐	-
1.2.5 All components that contribute to the operable aperture area shall be provided with an integral device that is capable of holding the component in an open position (e.g., a mechanically-attached door stop or operable louvers for exterior doors).	☐	☐	-
1.2.6 All interior doors in primary living areas shall be provided with a mechanically-attached door stop or similar device capable of holding the door in an open position.	☐	☐	-
1.3 Solar gain through windows shall be reduced using one of the following options:			
1.3.1 South-facing windows shall have an overhang with a projection factor [5] ≤ 1.0 and all other windows shall have an overhang with a projection factor ≤ 0.6, **OR**;	☐	☐	☐
1.3.2 Windows: ≤ 0.60 U-Value; ≤ 0.27 SHGC, **AND**;	☐	☐	☐
1.3.3 Skylights: ≤ 0.70 U-Value; ≤ 0.30 SHGC, **AND**;	☐	☐	☐
1.3.4 If total window-to-floor area ratio >15%, then SHGCs adjusted as outlined in Footnote 6	☐	☐	☐
1.4 One ceiling fan junction box shall be installed in every primary living area [2] greater than 75 ft^2	☐	☐	-

Rater Name: _____ Rater Inspection Date: _____ Rater Initials: _____

Name of Party Responsible for Item 1.1: _____ Date of Verification: _____

This Inspection Checklist shall only be used in Hawaii and Puerto Rico

Notes:

1. Cooling loads shall be calculated according to the latest edition of ACCA Manual J. The Rater, builder, and HVAC contractor are permitted to calculate the load. An HVAC contractor is not required to hold specific credentials to complete this calculation. However, note that contractors completing the HVAC System QI Contractor Checklist shall be credentialed per the requirements indicated on the cover page of these Checklists.

   The Party who completes this calculation shall be responsible for the accuracy of this calculation, shall check the Rater, builder, or HVAC contractor checkbox as appropriate in Item 1.1, and shall sign the checklist. In all cases, the Rater shall collect the full load calculation report for documentation and shall verify that the reported load does not exceed the limits defined in Item 1.1.
2. Primary living areas include dining rooms, living rooms, family rooms, dens, bedrooms and home offices. Primary living areas do not include other spaces, such as kitchens, bathrooms, hallways, stairways, entrances, garages, and utility rooms.
3. Operable area shall be based on the free unobstructed area through the aperture. Obstructions that can be removed from the aperture by the occupant without tools or special knowledge, such as blinds, shades, or operable shutters shall not be included when calculating the unobstructed area. For the purposes of this checklist item, 90% of the nominal window or door area of jalousie window and door products shall be permitted to be used as the free unobstructed area.
4. Where wing walls are included in the building design for ventilation purposes, they shall be placed between windows to create a high-pressure and a low-pressure zone on each window. Wing walls shall extend from the ground to eve height, be located on the windward side of the building, and extend outward from the building a distance at least equal to one-half the width of the window.
5. The window projection factor shall be determined in accordance with Equation 5-1 of the 2009 IECC:

   PF = A / B

   Where PF is the projection factor, A is the distance measured horizontally from the furthest continuous extremity of any overhang, eave, or permanently attached shading device to the vertical surface of the glazing and B is the distance measured vertically from the bottom of the glazing to the underside of the overhang, eave, or permanently attached shading device.
6. All decorative glass and skylight window areas count toward the total window area to above-grade conditioned floor area (WFA) ratio. For homes that have a WFA ratio >15%, the following improved window SHGC shall be used:

   Improved SHGC = [0.15 / WFA] x 0.27

ENERGY STAR Qualified Homes, Version 3 (Rev. 05)
HVAC System Quality Installation Contractor Checklist [1]

Home Address: _____ City: _____ State:_____

System Description [2] _____ Cooling system for temporary occupant load? [3] Yes ☐ No ☐

1. Whole-Building Mechanical Ventilation Design [4]	Builder Verified [5]	Cont. Verified [6]	N/A
1.1 Ventilation system installed that has been designed to meet ASHRAE 62.2-2010 requirements including, but not limited to, requirements in Items 1.2-1.5. [7]	☐	☐	-
1.2 Ventilation system does not utilize an intake duct to the return side of the HVAC system unless the system is designed to operate intermittently and automatically based on a timer and to restrict outdoor air intake when not in use (e.g., motorized damper).	☐	☐	-
1.3 Documentation is attached with ventilation system type, location, design rate, and frequency and duration of each ventilation cycle.	☐	☐	-
1.4 If present, continuously-operating vent. & exhaust fans designed to operate during all occupiable hours.	☐	☐	☐
1.5 If present, intermittently-operating whole-house ventilation system designed to automatically operate at least once per day and at least 10% of every 24 hours.	☐	☐	☐
2. Heating & Cooling System Design [4,8] - *Parameters used in the design calculations shall reflect home to be built, specifically, outdoor design temperatures, home orientation, number of bedrooms, conditioned floor area, window area, predominant window performance and insulation levels, infiltration rate, mechanical ventilation rate, presence of MERV6 or better filter, and indoor temperature setpoints = 70°F for heating; 75°F for cooling.*			
2.1 Heat Loss / Gain Method: ☐ Manual J v8 ☐ 2009 ASHRAE ☐ Other:_____	☐	☐	-
2.2 Duct Design Method: ☐ Manual D ☐ Other: _____	☐	☐	☐
2.3 Equipment Selection Method: ☐ Manual S ☐ OEM Rec. ☐ Other: _____	☐	☐	-
2.4 Outdoor Design Temperatures: [9] Location: _____ 1%: ___ °F 99%:___ °F	☐	☐	-
2.5 Orientation of Rated Home (e.g., North, South): _____	☐	☐	-
2.6 Number of Occupants Served by System: [10] _____	☐	☐	-
2.7 Conditioned Floor Area in Rated Home: _____ Sq. Ft.	☐	☐	-
2.8 Window Area in Rated Home: _____ Sq. Ft.	☐	☐	-
2.9 Predominant Window SHGC in Rated Home: [11] _____	☐	☐	-
2.10 Infiltration Rate in Rated Home: [12] Summer: _____ Winter:_____	☐	☐	-
2.11 Mechanical Ventilation Rate in Rated Home: _____ CFM	☐	☐	-
2.12 Design Latent Heat Gain: _____ BTUh	☐	☐	-
2.13 Design Sensible Heat Gain: _____ BTUh	☐	☐	-
2.14 Design Total Heat Gain: _____ BTUh	☐	☐	-
2.15 Design Total Heat Loss: _____ BTUh	☐	☐	-
2.16 Design Airflow: [13] _____ CFM	☐	☐	-
2.17 Design Duct Static Pressure: [14] _____ In. Water Column	☐	☐	☐
2.18 Full Load Calculations Report Attached	☐	☐	-
3. Selected Cooling Equipment, If Cooling Equipment to be Installed			
3.1 Condenser Manufacturer & Model: _____	☐	☐	☐
3.2 Condenser Serial #: _____	☐	☐	☐
3.3 Evaporator / Fan Coil Manufacturer & Model: _____	☐	☐	☐
3.4 Evaporator / Fan Coil Serial #: _____	☐	☐	☐
3.5 AHRI Reference #: [15] _____	☐	☐	☐
3.6 Listed Efficiency: _____ EER _____ SEER	☐	☐	☐
3.7 Metering Device Type: ☐ TXV ☐ Fixed orifice ☐ Other: _____	☐	☐	☐
3.8 Refrigerant Type: ☐ R-410a ☐ Other: _____	☐	☐	☐
3.9 Fan Speed Type: [16] ☐ Fixed ☐ Variable (ECM / ICM) ☐ Other: _____	☐	☐	☐
3.10 Listed Sys. Latent Capacity at Design Cond.: [17] _____ BTUh	☐	☐	☐
3.11 Listed Sys. Sensible Capacity at Design Cond.:[17] _____ BTUh	☐	☐	☐
3.12 Listed Sys. Total Capacity at Design Cond.:[17] _____ BTUh	☐	☐	☐
3.13 If Listed Sys. Latent Capacity (Value 3.10) ≤ Design Latent Heat Gain (Value 2.12), ENERGY STAR qualified dehumidifier installed	☐	☐	☐
3.14 Listed Total Cap. (Value 3.12) is 95-115% of Design Total Heat Gain (Value 2.14) or next nom. size [8, 18]	☐	☐	☐
3.15 AHRI Certificate Attached [15]	☐	☐	☐
4. Selected Heat Pump Equipment, If Heatpump to be Installed			
4.1 AHRI Listed Efficiency: _____ HSPF	☐	☐	☐
4.2 Performance at 17°F: Capacity _____ BTUh Efficiency: _____ COP	☐	☐	☐
4.3 Performance at 47°F: Capacity _____ BTUh Efficiency: _____ COP	☐	☐	☐

ENERGY STAR Qualified Homes, Version 3 (Rev. 05)
HVAC System Quality Installation Contractor Checklist [1]

5. Selected Furnace, If Furnace to be Installed	Builder Verified [5]	Cont. Verified [6]	N/A
5.1 Furnace Manufacturer & Model: _____	☐	☐	☐
5.2 Furnace Serial #: _____	☐	☐	☐
5.3 Listed Efficiency: _____ AFUE	☐	☐	☐
5.4 Listed Output Heating Capacity: _____ BTUh	☐	☐	☐
5.5 Listed Output Heat. Cap. (Value 5.4) is 100-140% of Design Total Heat Loss (Value 2.15) or next nom. size[8,19]	☐	☐	☐
6. Refrigerant Tests - *Run system for 15 minutes before testing* Note: If outdoor ambient temperature at the condenser is ≤ 55°F or, if known, below the manufacturer-recommended minimum operating temperature for the cooling cycle, then the system shall include a TXV, and the contractor shall mark "N/A" on the Checklist for Section 6 & 7. [20]			
6.1 Outdoor ambient temperature at condenser: ___ °F DB		☐	☐
6.2 Return-side air temperature inside duct near evaporator, during cooling mode: ___ °F WB		☐	☐
6.3 Liquid line pressure: ___ psig		☐	☐
6.4 Liquid line temperature: ___ °F DB		☐	☐
6.5 Suction line pressure: ___ psig		☐	☐
6.6 Suction line temperature: ___ °F DB		☐	☐
7. Refrigerant Calculations			
For System with Thermal Expansion Valve (TXV):			
7.1 Condenser saturation temperature: _____ °F DB (Using Value 6.3)		☐	☐
7.2 Subcooling value: _____ °F DB (Value 7.1 - Value 6.4)		☐	☐
7.3 OEM subcooling goal: _____ °F DB		☐	☐
7.4 Subcooling deviation: _____ °F DB (Value 7.2 – Value 7.3)		☐	☐
For System with Fixed Orifice:			
7.5 Evaporator saturation temperature: _____ °F DB (Using Value 6.5)		☐	☐
7.6 Superheat value: _____ °F DB (Value 6.6 – Value 7.5)		☐	☐
7.7 OEM superheat goal: _____ °F DB (Using superheat tables and Values 6.1 & 6.2)		☐	☐
7.8 Superheat deviation: _____ °F DB (Value 7.6 – Value 7.7)		☐	☐
7.9 Value 7.4 is ± 3°F or Value 7.8 is ± 5°F		☐	☐
7.10 An OEM test procedure has been used in place of sub-cooling or super-heat process and documentation has been attached that defines this procedure		☐	☐
8. Electrical Measurements – *Taken at electrical disconnect while component is in operation*			
8.1 Evaporator / air handler fan: ____ amperage _____line voltage		☐	☐
8.2 Condenser unit: ____ amperage _____line voltage		☐	☐
8.3 Electrical measurements within OEM-specified tolerance of nameplate value		☐	☐
9. Air Flow Tests			
9.1 Air volume at evaporator: _____ CFM		☐	☐
9.2 Test performed in which mode? ☐ Heating ☐ Cooling		☐	☐
9.3 Return duct static pressure: _____ IWC Test Hole Location: [21] _____		☐	☐
9.4 Supply duct static pressure: _____ IWC Test Hole Location: [21] _____		☐	☐
9.5 Test hole locations are well-marked and accessible [21]		☐	☐
9.6 Measurement method used: ☐ Anemometer ☐ Pressure matching [22] ☐ Flow grid ☐ Fan curve ☐ Other: _____		☐	☐
9.7 Airflow volume at evaporator (Value 9.1), at fan design speed and full operating load, ± 15% of the airflow required per system design (Value 2.16) or within range recommended by OEM		☐	☐
10. Air Balance			
10.1 Individual room airflows within the greater of ± 20% or 25 CFM of the design / application for the supply & return ducts[23]		☐	☐
10.2 Balancing report indicating, for each supply and return register: room name, design airflow, and final measured airflow		☐	☐
11. System Controls			
11.1 Operating and safety controls meet OEM requirements		☐	☐
12. Drain pan			
12.1 Corrosion-resistant drain pan, properly sloped to drainage system, included with each HVAC component that produces condensate [24]		☐	☐

HVAC Contractor Name: _____ HVAC Contractor Signature: _____ Date: _____

Builder Name: [25] _____ Builder Signature: [25] _____ Date: _____

ENERGY STAR Qualified Homes, Version 3 (Rev. 05)
HVAC System Quality Installation Contractor Checklist [1]

Notes:

1. This Checklist is designed to align with the requirements of ASHRAE 62.2-2010 and published addenda and ANSI / ACCA's 5 QI-2007 protocol, thereby improving the performance of HVAC equipment in new homes when compared to homes built to minimum code. However, these features alone cannot prevent all ventilation, indoor air quality, and HVAC problems (e.g., those caused by a lack of maintenance by occupants). Therefore, this Checklist is not a guarantee of proper ventilation, indoor air quality, or HVAC performance.

   This Checklist applies to ventilation systems, split air conditioners, unitary air conditioners, air-source / water-source (i.e., geothermal) heat pumps up to 65,000 Btu / h and furnaces up to 225,000 Btu / h. All other equipment, including boilers, is exempt. If the ventilation system is the only applicable system installed in the home, then only Section 1 shall be completed.

   One Checklist shall be completed for each system and provided to the Rater. This Checklist with supporting documents may also be used to demonstrate compliance with Indoor airPLUS specifications 4.1, 4.2, 4.5, 4.6, and 7.1.
2. Description of HVAC system location or area served (e.g., "whole house", "upper level", "lower level").
3. Check "Yes" if this system is to handle temporary occupant loads. Such a system may be required to accommodate a significant number of guests on a regular or sporadic basis and shall be handled by a supplemental cooling system (e.g., a small, single-package unit or split-coil unit) or by a system that can shift capacity from zone to zone (e.g., a variable volume system).
4. The person responsible for the heating, cooling, and ventilation design shall be responsible for completing Sections 1 and 2 of this Checklist.
5. The 'Builder Verified' column shall be used to indicate items verified by the builder (or a firm or HERS Rater hired by the builder). The builder is responsible for these Items and must sign the bottom of this Checklist if any items in Sections 1 through 5 on this Checklist have been marked 'Builder Verified'. Only credentialed contractors may complete Items in Sections 6-10.
6. The 'Cont. Verified' column shall be used to indicate items verified by the credentialed HVAC contractor (or a firm or HERS Rater hired by the contractor). The credentialed contractor is responsible for these Items and shall sign the bottom of this Checklist.
7. For proper procedures, exceptions, and selection methods see ASHRAE 62.2-2010 and published addenda. All components shall be designed and installed per local codes, manufacturers' installation instructions, engineering documents, and regional ENERGY STAR program requirements.

   The system shall have at least one supply or exhaust fan with associated ducts and controls. Local exhaust fans are allowed to be part of an exhaust ventilation system. Outdoor air ducts connected to the return side of an air handler are allowed to be part of a supply ventilation system if manufacturer requirements for return air temperature are met.
8. Heating and cooling loads shall be calculated, equipment shall be selected, and duct systems shall be sized according to the latest editions of ACCA Manuals J, S, & D, respectively, 2009 ASHRAE Handbook of Fundamentals, or a substantively equivalent procedure. The HVAC system design shall be completed for the specific configuration (e.g., plan, elevation, option, and orientation) of the home to be built except as permitted herein.

   For homes with a date of final inspection through 12/31/2012:

   For each house plan with multiple configurations (e.g., orientations, elevations, options), the loads shall be permitted to be calculated for the configuration that will result in the largest load. The largest load shall be permitted to be used for equipment selection for all configurations, subject to the over-sizing limits of ACCA Manual S.

   For each house plan with multiple configurations, the room-level design airflows shall be permitted to be calculated using the configuration that resulted in the largest load.

   For homes with a date of final inspection on or after 01/01/2013:

   For each house plan with multiple configurations (e.g., orientations, elevations, options), the loads shall be calculated for each potential configuration. If the loads across all configurations vary by ≤ 25%, then the largest load shall be permitted to be used for equipment selection for all configurations, subject to the over-sizing limits of ACCA Manual S. Otherwise, the contractor shall group the load for each configuration into a set with ≤ 25% variation and equipment selection shall be completed for each set of loads.

   For each house plan with multiple configurations, the room-level design airflows shall be calculated for each potential configuration. If the design airflows for each room vary across all configurations by ≤ 25% or 25 CFM, then the average room-level design airflow shall be permitted to be used when designing the duct system. Otherwise, the contractor shall group the room-level design airflow for each configuration into a set with ≤ 25% or 25 CFM variation and the duct design shall be completed for the average airflow of that set.
9. If the design conditions are dictated by a code or regulation, then the requirements of the lawful or controlling authority supersedes the Manual J or ASHRAE default design values. Otherwise, the default values shall be used. The values for the geographically closest location shall be selected or a justification provided for the selected location.
10. The number of occupants among all HVAC systems in the home must be equal to the number of bedrooms, as defined below, plus one. Occupants listed for systems that are indicated in the header as a cooling system for temporary occupant loads, as described in Footnote 3, shall be permitted to exceed this limit.

    A bedroom is defined by RESNET as a room or space 70 sq. ft. or greater size, with egress window and closet, used or intended to be used for sleeping. A "den", "library", or "home office" with a closet, egress window, and 70 sq. ft. or greater size or other similar rooms shall count as a bedroom, but living rooms and foyers shall not.

    An egress window, as defined in 2009 IRC section R310, shall refer to any operable window that provides for a means of escape and access for rescue in the event of an emergency. The egress window definition has been summarized for convenience. The egress window shall:

    - have a sill height of not more than 44 inches above the floor; AND

- have a minimum net clear opening of 5.7 sq. ft.; AND
- have a minimum net clear opening height of 24 in.; AND
- have a minimum net clear opening width of 20 in.; AND
- be operational from the inside of the room without the use of keys, tools or special knowledge.

11. "Predominant" is defined as the SHGC value used in the greatest amount of window area in the home.
12. Infiltration rate shall reflect value used in confirmed or projected HERS rating for rated home. Alternatively, use "Average" or "Semi-loose" values for the cooling season infiltration rates and "Semi-tight" or "Average" values for the heating season infiltration rates, as defined by ACCA Manual J, Eighth Edition, Version Two.
13. Design airflow is the design value(s) for the blower in CFM, as determined by using the manufacturer's expanded performance data to select equipment, per ACCA Manual S procedures.
14. Design duct static pressure shall account for the installation of a MERV 6 or higher filter.
15. All evaporators and condensing units shall be properly matched as demonstrated by an attached AHRI certificate. If an AHRI certificate is not available, a copy of OEM-provided catalog data indicating acceptable combination selection and performance data shall be attached.
16. If the whole-house ventilation system utilizes the HVAC air handler, then the fan speed type shall be ECM / ICM, variable speed, and run at a reduced speed during ventilation, or include a controller (e.g., smart cycler) that reduces the ventilation run time by accounting for hours when HVAC system is heating or cooling the home.
17. Listed system capacity at design conditions is to be obtained from the OEM expanded performance data.
18. For cooling systems, the next largest nominal piece of equipment may be used that is available to satisfy the latent and sensible requirements. Single-speed systems generally have OEM nominal size increments of ½ ton. Multi-speed or multi-stage equipment may have OEM nominal size increments of one ton. Therefore, the use of these advanced system types can provide extra flexibility to meet the equipment sizing requirements.
19. For warm air heating systems, the output capacity must be between 100% and 140% of calculated system load unless a larger size is dictated by the cooling equipment selection.
20. Either factory-installed or field-installed TXV's may be used. For field-installed TXV's, ensure that sensing bulbs are insulated and tightly clamped to the vapor line with good linear thermal contact at the recommended orientation, usually 4 or 8 o'clock.
21. Examples of return or supply duct static pressure measurement locations are: plenum, cabinet, trunk duct, as well as front, back, left or right side. Test hole locations shall be well marked and accessible.
22. The pressure matching method uses a calibrated fan to match the supply plenum pressure produced when the HVAC air handler fan is in operation. The airflow through the calibrated fan that produces the same pressure is assumed to match the HVAC air handler fan airflow.
23. Ducts shall not include coiled or looped ductwork except to the extent needed for acoustical control. Balancing dampers or proper duct sizing shall be used instead of loops to limit flow to diffusers. When balancing dampers are used, they shall be located at the trunk to limit noise unless the trunk will not be accessible when the balancing process is conducted. In such cases, Opposable Blade Dampers (OBD) or dampers located in the duct boot are permitted.
24. Condensate pan shall be made of corrosion-resistant materials, to include galvanized steel and plastic. Drain pan shall drain condensate to a conspicuous point of disposal to alert occupants in the event of a stoppage of the primary drainage system; and shall be equipped with a backflow prevention valve when drained to a shared drainage system, such as a storm water management system.
25. Builder name, signature, and signature date are required if any items in Sections 1 through 5 have been marked 'Builder Verified'.

ENERGY STAR Qualified Homes, Version 3 (Rev. 05)
HVAC System Quality Installation Rater Checklist [1]

Home Address:_____ City:_____State:_____

Inspection Guidelines	Must Correct	Rater Verified	N/A
1. Review of HVAC System Quality Installation Contractor Checklist [2]			
1.1 HVAC System Quality Installation Contractor Checklist completed in its entirety and collected for records, along with documentation on ventilation system (1.3), full load calculations (2.18), AHRI certificate (3.15), and balancing report (10.2).	☐	☐	☐
1.2 Review the following parameters related to system cooling design, selection, and installation from the HVAC Contractor Checklist (Contractor Checklist Item # indicated in parenthesis):[3]			
1.2.1 Outdoor design temperatures (2.4) are equal to the 1% and 99% ACCA Manual J design temperatures for contractor-designated design location [4]	☐	☐	☐
1.2.2 Home orientation (2.5) matches orientation of rated home	☐	☐	☐
1.2.3 Number of occupants (2.6) equals number of occupants in rated home [5]	☐	☐	☐
1.2.4 Conditioned floor area (2.7) is within ±10% of conditioned floor area of rated home	☐	☐	☐
1.2.5 Window area (2.8) is within ±10% of calculated window area of rated home	☐	☐	☐
1.2.6 Predominant window SHGC (2.9) is within 0.1 of predominant value in rated home [6]	☐	☐	☐
1.2.7 Listed latent cooling capacity (3.10) exceeds design latent heat gain (2.12)	☐	☐	☐
1.2.8 Listed sensible cooling capacity (3.11) exceeds design sensible heat gain (2.13)	☐	☐	☐
1.2.9 Listed total cooling capacity (3.12) is 95-115% (or 95-125% for Heat Pumps in Climate Zones 4-8) of design total heat gain (2.14), or next nominal size [7]	☐	☐	☐
1.2.10 HVAC manufacturer and model numbers on installed equipment, Contractor Checklist (3.1, 3.3, 5.1), and AHRI certificate or OEM catalog data all match [8]	☐	☐	☐
1.2.11 Using reported liquid line (6.3) or suction line (6.5) pressure, corresponding temp. (as determined using pressure / temperature chart for refrigerant type) matches reported condenser (7.1) or evaporator (7.5) saturation temperature (± 3 degrees) [9]	☐	☐	☐
1.2.12 Calculated subcooling (7.1 minus 6.4) or superheat (6.6 minus 7.5) value equals reported target subcooling (7.3) or superheat (7.7) temperature [9]	☐	☐	☐
1.3 Rater-verified supply & return duct static pressure ≤ 110% of contractor values (9.3, 9.4)	☐	☐	☐
2. Duct Quality Installation - *Applies to All Heating, Cooling, Ventilation, Exhaust, and Pressure Balancing Ducts* [10]			
2.1 Connections and routing of ductwork completed without kinks or sharp bends. [11]	☐	☐	☐
2.2 No excessive coiled or looped flexible ductwork. [12]	☐	☐	☐
2.3 Flexible ducts in unconditioned space not installed in cavities smaller than outer duct diameter; in conditioned space not installed in cavities smaller than inner duct diameter	☐	☐	☐
2.4 Flexible ducts supported at intervals as recommended by mfr. but at a distance ≤ 5 ft.	☐	☐	☐
2.5 Building cavities not used as supply or return ducts unless they meet Items 3.2, 3.3, 4.1, and 4.2 of this Checklist.	☐	☐	☐
2.6 HVAC ducts, cavities used as ducts, and combustion inlets and outlets may pass perpendicularly through exterior walls but shall not be run within exterior walls unless at least R-6 continuous insulation is provided on exterior side of the cavity, along with an interior and exterior air barrier where required by the Thermal Enclosure System Rater Checklist.	☐	☐	☐
2.7 Quantity & location of supply and return duct terminals match contractor balancing report. [10]	☐	☐	☐
2.8 Bedrooms pressure-balanced using any combination of transfer grills, jump ducts, dedicated return ducts, and / or undercut doors to either: a) provide 1 sq. in. of free area opening per 1 CFM of supply air, as reported on the contractor-provided balancing report; or b) achieve a Rater-measured pressure differential ≤ 3 Pa (0.012 in. w.c.) with respect to the main body of the house when all bedroom doors are closed and all air handlers are operating. [10,13,14]	☐	☐	☐
3. Duct Insulation - *Applies to All Heating, Cooling, Supply Ventilation, and Pressure Balancing Ducts* [15]			
3.1 All connections to trunk ducts in unconditioned space are insulated.	☐	☐	☐
3.2 *Prescriptive Path*: Supply ducts in unconditioned attic have insulation ≥ R-8. *Performance Path*: Supply ducts in unconditioned attic have insulation ≥ R-6.	☐	☐	☐
3.3 All other supply ducts and all return ducts in unconditioned space have insulation ≥ R-6.	☐	☐	☐
4. Duct Leakage - *Applies to All Heating, Cooling, and Balanced Ventilation Ducts*			
4.1 Total Rater-measured duct leakage ≤ 8 CFM25 per 100 sq. ft. of conditioned area. [16]	☐	☐	☐
4.2 Rater-measured duct leakage to outdoors ≤ 4 CFM25 per 100 sq. ft. of conditioned floor area. [16,17]	☐	☐	☐

ENERGY STAR Qualified Homes, Version 3 (Rev. 05)
HVAC System Quality Installation Rater Checklist [1]

Inspection Guidelines			Must Correct	Rater Verified	N/A
5. Whole-Building Delivered Ventilation					
5.1 Rater-measured ventilation rate is within 100-120% of HVAC contractor design value (2.11). [18]			☐	☐	☐
6. Controls					
6.1 Air flow is produced when central HVAC fan is energized (set thermostat to "fan").			☐	☐	☐
6.2 Cool air flow is produced when the cooling cycle is energized (set thermostat to "cool"). [19,20]			☐	☐	☐
6.3 Heated air flow is produced when the heating cycle is energized (set thermostat to "heat"). [19]			☐	☐	☐
6.4 Continuously-operating ventilation & exhaust fans include readily accessible override controls.			☐	☐	☐
6.5 Function of ventilation controls is obvious (e.g., bathroom exhaust fan) or, if not, controls have been labeled.			☐	☐	☐
7. Ventilation Air Inlets & Ventilation Source					
7.1 All ventilation air inlets located ≥10 ft. of stretched-string distance from known contamination sources such as stack, vent, exhaust hood, or vehicle exhaust. Exception: ventilation air inlets in the wall ≥ 3 ft. from dryer exhausts and contamination sources exiting through the roof. [21]			☐	☐	☐
7.2 Ventilation air inlets ≥ 2 ft. above grade or roof deck in Climate Zones 1-3 or ≥ 4 ft. above grade or roof deck in Climate Zones 4-8 and not obstructed by snow, plantings, condensing units or other material at time of inspection. [22]			☐	☐	☐
7.3 Ventilation air inlets provided with rodent / insect screen with ≤ 0.5 inch mesh. [23]			☐	☐	☐
7.4 Ventilation air comes directly from outdoors, not from adjacent dwelling units, garages, crawlspaces, or attics.			☐	☐	☐
8. Local Mechanical Exhaust					
In each kitchen and bathroom, a system shall be installed that exhausts directly to the outdoors and meets one of the following Rater-measured airflow standards: [18,24,25]					
Location	**Continuous Rate**	**Intermittent Rate** [26]			
8.1 Kitchen	≥ 5 ACH, based on kitchen volume [27]	≥ 100 CFM [28]	☐	☐	☐
8.2 Bathroom	≥ 20 CFM	≥ 50 CFM	☐	☐	☐
8.3 If fans share common exhaust duct, back-draft dampers installed.			☐	☐	☐
8.4 Common exhaust duct not shared by fans in separate dwellings. [29]			☐	☐	☐
8.5 Clothes dryers vented directly to outdoors, except for ventless dryers equipped with a condensate drain.			☐	☐	☐
9. Ventilation & Exhaust Fan Ratings (Exemptions for HVAC and Remote-Mounted Fans) [30]					
9.1 Intermittent supply and exhaust fans rated at ≤ 3 sones by mfr. when producing no less than the minimum airflow rate required by Section 8 of this Checklist, unless rated flow ≥ 400 CFM.			☐	☐	☐
9.2 Continuous supply & exhaust fans rated at ≤ 1 sone by mfr. when producing no less than the minimum airflow required by Section 8 of this Checklist.			☐	☐	☐
9.3 Bathroom fans used as part of a whole-house mechanical ventilation system shall be ENERGY STAR qualified; unless rated flow rate ≥ 500 CFM.			☐	☐	☐
10. Combustion Appliances					
10.1 Furnaces, boilers, and water heaters located within the home's pressure boundary are mechanically drafted or direct-vented. As an exception, naturally drafted equipment is allowed in Climate Zones 1-3. For naturally drafted furnaces, boilers, and water heaters, the Rater has followed RESNET or BPI combustion safety test procedures and met the selected standard's limits for depressurization, spillage, draft pressure, and CO concentration in ambient air, as well as a CO concentration in the flue of ≤ 25 ppm. [31,32,33]			☐	☐	☐
10.2 For fireplaces that are not mechanically drafted or direct-vented to outdoors, total net rated exhaust flow of the two largest exhaust fans (excluding summer cooling fans) is ≤ 15 CFM per 100 sq. ft. of occupiable space when at full capacity or the Rater has verified that the pressure differential is ≤ -5 Pa using BPI's or RESNET's worst-case depressurization test procedure. [24,32,33,34,35]			☐	☐	☐
10.3 If unvented combustion appliances other than cooking ranges are located inside the home's pressure boundary, the Rater has operated the appliance for at least 10 minutes and verified that the ambient CO level does not exceed 35 ppm. [36]			☐	☐	☐
11. Filtration					
11.1 At least one MERV 6 or higher filter installed in each ducted mechanical system. [37]			☐	☐	☐
11.2 All return air and mechanically supplied outdoor air pass through filter prior to conditioning.			☐	☐	☐
11.3 Filter located and installed so as to facilitate access and regular service by the owner. [38]			☐	☐	☐
11.4 Filter access panel includes gasket or comparable sealing mechanism and fits snugly against the exposed edge of filter when closed to prevent bypass. [39]			☐	☐	☐

Rater Name: _____ Date Checklist Inspected: _____

Rater Signature: _____ Rater Company Name: _____

ENERGY STAR Qualified Homes, Version 3 (Rev. 05)
HVAC System Quality Installation Rater Checklist [1]

Notes:

1. This Checklist is designed to align with the requirements of ASHRAE 62.2-2010 and published addenda and ANSI / ACCA's 5 QI-2007 protocol, thereby improving the performance of HVAC equipment in new homes when compared to homes built to minimum code. However, these features alone cannot prevent all ventilation, indoor air quality, and HVAC problems, (e.g., those caused by a lack of maintenance by occupants). Therefore, this Checklist is not a guarantee of proper ventilation, indoor air quality, or HVAC performance. This Checklist with supporting documents may also be used to demonstrate compliance with Indoor airPLUS specifications 4.1, 4.2, 4.5, 4.6, and 7.1.
2. The Rater is only responsible for ensuring that the Contractor has completed the Contractor Checklist in its entirety and verifying the discrete objective parameters referenced in Section 1 of this Checklist, not for assessing the accuracy of the load calculations or field verifications included or for verifying the accuracy of every input on the Contractor Checklist.
3. *For homes with a date of final inspection through 12/31/2012*: Item 1.2.1 is permitted to be within +/- 5 degrees of the 1% and 99% ACCA Manual J design temperatures for the contractor-designated design location. In addition, for each house plan with multiple configurations (e.g., orientations, elevations, options), the Rater shall confirm that the parameters listed in Items 1.2.2 to 1.2.6 are aligned with either: the rated home or with the plans for the configuration used to calculate the loads, as provided by the contractor.

   For homes with a date of final inspection on or after 01/01/2013: Item 1.2.1 shall match the 1% and 99% ACCA Manual J design temperatures for the contractor-designated design location. In addition, for each house plan with multiple configurations (e.g., orientations, elevations, options), the Rater shall confirm that the parameters listed in Items 1.2.2 to 1.2.6 are aligned with the rated home.
4. The Rater shall either confirm that the contractor selected the geographically closest available location or collect from the contractor a justification for the selected location. The Rater need not evaluate the legitimacy of the justification to qualify the home.
5. The number of occupants among all HVAC systems in the home shall be equal to the number of RESNET-defined bedrooms plus one. Occupants listed for systems for which the header of the Contractor Checklist indicates that it is designed to handle temporary occupant loads, as defined in Footnote 3 of the Contractor Checklist, shall be permitted to exceed this limit.
6. "Predominant" is defined as the SHGC value used in the greatest amount of window area in the home.
7. For cooling systems, the next largest nominal piece of equipment may be used that is available to satisfy the latent and sensible requirements. Single-speed systems generally have OEM nominal size increments of ½ ton. Multi-speed or multi-stage equipment may have OEM nominal size increments of one ton. Therefore, the use of these advanced system types can provide extra flexibility to meet the equipment sizing requirements.
8. In cases where the condenser unit is installed after the time of inspection by the Rater, the HVAC manufacturer and model numbers on installed equipment can be documented through the use of photographs provided by the HVAC Contractor after installation is complete.
9. If contractor has indicated that an OEM test procedure has been used in place of a sub-cooling or super-heat process and documentation has been attached that defines this procedure, then the box for "N/A" shall be checked for this Item.
10. Items 2.7 and 2.8 do not apply to ventilation ducts.
11. Kinks are to be avoided and are caused when ducts are bent across sharp corners such as framing members. Sharp bends are to be avoided and occur when the radius of the turn in the duct is less than one duct diameter.
12. Ducts shall not include coiled or looped ductwork except to the extent needed for acoustical control. Balancing dampers or proper duct sizing shall be used instead of loops to limit flow to diffusers. When balancing dampers are used, they shall be located at the trunk to limit noise unless the trunk will not be accessible when the balancing process is conducted. In such cases, Opposable Blade Dampers (OBD) or dampers that are located in the duct boot are permitted.
13. *For homes with a date of final inspection through 12/31/2012*: Homes are permitted to be qualified without enforcement of this item to provide architects and designers with additional time to integrate these features into their homes.

    For homes with a date of final inspection on or after 01/01/2013: Homes shall meet this item to be qualified.
14. For HVAC system with multi-speed fans, the highest design fan speed shall be used when verifying this requirement.
15. EPA recommends, but does not require, that all metal ductwork not encompassed by Section 3 (e.g., exhaust ducts, duct boots, ducts in conditioned space) also be insulated and that insulation be sealed to duct boots to prevent condensation.
16. Duct leakage shall be determined and documented by a Rater using a RESNET-approved testing protocol only after all components of the system have been installed (e.g., air handler and register grilles). Leakage limits shall be assessed on a per-system, rather than per-home, basis.
17. For homes that have ≤ 1,200 sq. ft. of conditioned floor area, measured duct leakage to outdoors shall be ≤ 5 CFM25 per 100 sq. ft. of conditioned floor area. Testing of duct leakage to the outside can be waived if all ducts & air handling equipment are located within the home's air and thermal barriers AND envelope leakage has been tested to be less than or equal to half of the Prescriptive Path infiltration limit for the Climate Zone where the home is to be built. Alternatively, testing of duct leakage to the outside can be waived if total duct leakage is ≤ 4 CFM25 per 100 sq. ft. of conditioned floor area, or ≤ 5 CFM25 per 100 sq. ft. of conditioned floor area for homes that have less than 1,200 sq. ft. of conditioned floor area.
18. The whole-house ventilation air flow and local exhaust air flows shall be measured by the Rater using a flow hood, flow grid, anemometer (in accordance with AABC, NEBB or ASHRAE procedures), or substantially equivalent method.
19. In cases where the condenser unit is installed after the time of inspection by the Rater, the Rater is exempt from verifying Item 6.2 when the condenser is for an AC unit and also Item 6.3 when the condenser is for a heatpump unit.

20. To prevent potential equipment damage, the Rater shall not conduct this test if the outdoor temperature is ≤ 55°F or, if known, below the manufacturer-recommended minimum operating temperature for the cooling cycle. When this occurs, the Rater shall mark 'N/A' on the Checklist for this item.
21. The outlet and inlet of balanced ventilation systems shall meet these spacing requirements unless manufacturer instructions indicate that a smaller distance may be used. However, if this occurs the manufacturer's instructions shall be collected for documentation purposes.
22. EPA will permit the use of reduced ventilation air inlet heights in North Carolina. The minimum required height in North Carolina for Climate Zone 4 will be reduced from 4 feet to 2 feet and in Climate Zone 5 from 4 feet to 2.5 feet based on historical snowfall data for this state. Note that EPA is evaluating the potential to reduce inlet heights in other regions based upon historical snowfall data.
23. Without proper maintenance, ventilation air inlet screens often become filled with debris. Therefore, EPA recommends, but does not require, that these ventilation air inlets be located so as to facilitate access and regular service by the owner.
24. Per ASHRAE 62.2-2010, an exhaust system is one or more fans that remove air from the building, causing outdoor air to enter by ventilation inlets or normal leakage paths through the building envelope (e.g., bath exhaust fans, range hoods, clothes dryers).
25. Per ASHRAE 62.2-2010, a bathroom is any room containing a bathtub, shower, spa, or similar source of moisture.
26. An intermittent mechanical exhaust system, where provided, shall be designed to operate as needed by the occupant. Control devices shall not impede occupant control in intermittent systems.
27. Kitchen volume shall be determined by drawing the smallest possible rectangle on the floor plan that encompasses all cabinets, pantries, islands, and peninsulas and multiplying by the average ceiling height for this area. Cabinet volume shall be included in the kitchen volume calculation.
28. If the flow rate of the selected exhaust fan is less than 5 ACH, based on kitchen volume, then a vented range hood or appliance-range hood combination is required rather than a remote fan that is not integral to the range. Also, for intermittent kitchen exhaust fans that are integrated with microwaves, a rated air flow rate ≥ 200 CFM may be used in lieu of measuring the actual air flow rate.
29. Exhaust outlets from more than one dwelling unit may be served by a single exhaust fan if the fan runs continuously or if each outlet has a back-draft damper to prevent cross-contamination when the fan is not running.
30. Fans exempted from this requirement include HVAC air handlers and remote-mounted fans. To be considered for this exemption, a remote-mounted fan must be mounted outside the habitable spaces, bathrooms, toilets, and hallways and there shall be ≥ 4 ft. ductwork between the fan and intake grill. Per ASHRAE 62.2-2010, habitable spaces are intended for continual human occupancy; such space generally includes areas used for living, sleeping, dining, and cooking but does not generally include bathrooms, toilets, hallways, storage areas, closets, or utility rooms.
31. Per the 2009 International Mechanical Code, a direct-vent appliance is one that is constructed and installed so that all air for combustion is derived from the outdoor atmosphere and all flue gases are discharged to the outside atmosphere; a mechanical draft system is a venting system designed to remove flue or vent gases by mechanical means consisting of an induced draft portion under non-positive static pressure or a forced draft portion under positive static pressure; and a natural draft system is a venting system designed to remove flue or vent gases under nonpositive static vent pressure entirely by natural draft.
32. The pressure boundary is the primary enclosure boundary separating indoor and outdoor air. For example, a volume that has more leakage to outside than to conditioned space would be outside the pressure boundary.
33. Raters shall use either the Building Performance Institute's (BPI's) Combustion Safety Test Procedure for Vented Appliances or RESNET's Interim Guidelines for Combustion Appliance Testing & Writing Work Scope and be BPI-certified or RESNET-certified to follow the protocol. If using RESNET's worst-case depressurization protocol to evaluate fireplaces, per Item 10.2, the blower door shall not be set to exhaust 300 CFM to simulate the fireplace in operation, but the remainder of the protocol shall be followed.
34. Per ASHRAE 62.2-2010 and pub. addenda, the term "net-exhaust flow" is defined as flow through an exhaust system minus the compensating outdoor airflow through any supply system that is interlocked to the exhaust system. "Net supply flow" is intended to represent the inverse. If net exhaust flow exceeds allowable limit, it shall be reduced or compensating outdoor airflow provided.
35. Per ASHRAE 62.2-2010, occupiable space is any enclosed space inside the pressure boundary and intended for human activities, including, but not limited to, all habitable spaces, toilets, closets, halls, storage and utility areas, and laundry areas. See Footnote 30 for definition of "habitable spaces".
36. The minimum volume of combustion air required for safe operation by the manufacturer and / or code shall be met or exceeded. Also, in accordance with the National Fuel Gas Code, ANSI Z223.l / NFPA54, unvented room heaters shall not be installed in bathrooms or bedrooms.
37. Per ASHRAE 62.2-2010, ducted mechanical systems are those that supply air to an occupiable space through ductwork exceeding 10 ft. in length and through a thermal conditioning component, except for evaporative coolers. Systems that do not meet this definition are exempt from this requirement. Also, mini-split systems typically do not have MERV-rated filters available for use and are, therefore, also exempted under this version of the guidelines.
38. HVAC filters located in the attic shall be considered accessible to the owner if drop-down stairs provide access to attic and a permanently installed walkway has been provided between the attic access location and the filter.
39. The filter media box (i.e., the component in the HVAC system that houses the filter) may be either site-fabricated by the installer or pre-fabricated by the manufacturer to meet this requirement. These requirements only apply when the filter is installed in a filter media box located in the HVAC system, not when the filter is installed flush with the return grill.

ENERGY STAR Qualified Homes, Version 3 (Rev. 05)
Water Management System Builder Checklist [1,2,3]

Home Address: _____ City:_____State:_____

Inspection Guidelines	Must Correct	Builder Verified	Rater Verified	N/A
1. Water-Managed Site and Foundation				
1.1 Patio slabs, porch slabs, walks, and driveways sloped ≥ 0.25 in. per ft. away from home to edge of surface or 10 ft., whichever is less. [4]	☐	☐	☐	☐
1.2 Back-fill has been tamped and final grade sloped ≥ 0.5 in. per ft. away from home for ≥ 10 ft. See footnote for alternatives. [4]	☐	☐	☐	☐
1.3 Capillary break beneath all slabs (e.g., slab on grade, basement slab) except crawlspace slabs using either: ≥ 6 mil polyethylene sheeting, lapped 6-12 in., or ≥ 1" extruded polystyrene insulation with taped joints. [5]	☐	☐	☐	☐
1.4 Capillary break at all crawlspace floors using ≥ 6 mil polyethylene sheeting, lapped 6-12 in., and installed using one of the following three options: [5]				
1.4.1 Placed beneath a concrete slab; OR,	☐	☐	☐	☐
1.4.2 Lapped up each wall or pier and fastened with furring strips or equivalent; OR,	☐	☐	☐	☐
1.4.3 Secured in the ground at the perimeter using stakes.	☐	☐	☐	☐
1.5 Exterior surface of below-grade walls finished as follows: • For poured concrete, concrete masonry, and insulated concrete forms, finish with damp-proofing coating. • For wood framed walls, finish with polyethylene and adhesive or other equivalent waterproofing.	☐	☐	☐	☐
1.6 Class 1 vapor retarders not installed on the interior side of air permeable insulation in exterior below-grade walls. [6]	☐	☐	☐	☐
1.7 Sump pump covers mechanically attached with full gasket seal or equivalent.	☐	☐	☐	☐
1.8 Drain tile surrounded with clean gravel and fabric filter. [7]	☐	☐	☐	☐
2. Water-Managed Wall Assembly				
2.1 Flashing at bottom of exterior walls with weep holes included for masonry veneer and weep screed for stucco cladding systems, or equivalent drainage system.	☐	☐	☐	☐
2.2 Fully sealed continuous drainage plane behind exterior cladding that laps over flashing in Item 2.1. Additional bond-break drainage plane layer provided behind all stucco and non-structural masonry cladding wall assemblies. [8]	☐	☐	☐	☐
2.3 Window and door openings fully flashed. [9]	☐	☐	☐	☐
3. Water-Managed Roof Assembly				
3.1 Step and kick-out flashing at all roof-wall intersections, extending ≥ 4" on wall surface above roof deck and integrated with drainage plane above. [10]	☐	☐	☐	☐
3.2 For homes that don't have a slab-on-grade foundation and do have expansive or collapsible soils, gutters & downspouts provided that empty to lateral piping that deposits water on sloping final grade ≥ 5 ft. from foundation or to underground catchment system ≥ 10 ft. from foundation.[11]	☐	☐	☐	☐
3.3 Self-sealing bituminous membrane or equivalent at all valleys & roof deck penetrations. [12]	☐	☐	☐	☐
3.4 In 2009 IECC Climate Zones 5 and higher, self-sealing bituminous membrane or equivalent over sheathing at eaves from the edge of the roof line to > 2 ft. up roof deck from the interior plane of the exterior wall. [12]	☐	☐	☐	☐
4. Water-Managed Building Materials				
4.1 Wall-to-wall carpet *not* installed within 2.5 ft. of toilets, tubs, and showers.	☐	☐	☐	☐
4.2 Cement board or equivalent moisture-resistant backing material installed on all walls behind tub and shower enclosures composed of tile or panel assemblies with caulked joints. Paper-faced backerboard shall not be used. [13]	☐	☐	☐	☐
4.3 In Warm-Humid climates, Class 1 vapor retarders not installed on the interior side of air permeable insulation in above-grade walls, except at shower and tub walls. [6]	☐	☐	☐	☐
4.4 Building materials with visible signs of water damage or mold *not* installed. [14]	☐	☐	☐	☐
4.5 Interior walls *not* enclosed (e.g., with drywall) if either the framing members or insulation products have high moisture content. [15]	☐	☐	☐	☐

Builder Employee: _____

Builder Signature: _____ Date: _____

Builder has completed Builder Checklist in its entirety, except for items that are checked in the Rater Verified column (if any) [2]

Rater Signature: _____ Date: _____

ENERGY STAR Qualified Homes, Version 3 (Rev. 05) Water Management System Builder Checklist [1,2,3]

Notes:

1. The specifications in this Checklist are designed to help improve moisture control in new homes compared with homes built to minimum code. However, these features alone cannot prevent all moisture problems. For example, leaky pipes or overflowing sinks or baths can lead to moisture issues and negatively impact the performance of this Checklist's specified features.
2. Upon completion, the builder shall return the Checklist to the Rater for review. Alternatively, at the discretion of the builder and Rater, the Rater may verify any item on this Checklist. When this occurs, the Rater shall check the box of the verified Items in the Rater Verified column. The Rater is only responsible for ensuring that the builder has completed the Builder Checklist in its entirety and for verifying the items that are checked in the Rater Verified column (if any). The Rater is not responsible for assessing the accuracy of the field verifications for items in this Checklist that are not checked in the Rater Verified column. Instead, it is the builder's exclusive responsibility to ensure the design and installation comply with the Checklist.
3. A completed and signed Indoor airPLUS Verification Checklist may be submitted in lieu of the Water Management System Builder Checklist. For more information, see www.epa.gov/indoorairplus.
4. Where setbacks limit space to less than 10 ft., swales or drains designed to carry water from foundation shall be provided. Also, tamping of back-fill is not required if either: proper drainage can be achieved using non-settling compact soils, as determined by a certified hydrologist, soil scientist, or engineer; OR, the builder has scheduled a site visit to provide in-fill and final grading after settling has occurred (e.g., after the first rainy season).
5. Polyethylene sheeting is not required in Dry (B) climates as shown in 2009 IECC Figure 301.1 and Table 301.1. Polyethylene sheeting is also not required for raised pier foundations with no walls. To earn the ENERGY STAR, EPA recommends, but does not require, that radon-resistant features be included in homes built in EPA Radon Zones 1, 2 and 3. For more information, see www.epa.gov/indoorairplus.
6. The 2009 IRC defines Class I vapor retarders as a material or assembly with a rating of ≤ 0.1 perm, as defined using the desiccant method with Procedure A of ASTM E 96. The following materials are typically rated at ≤ 0.1 perm and therefore shall not be used on the interior side of air permeable insulation in above-grade exterior walls in warm-humid climates or below-grade exterior walls in any climate: rubber membranes, polyethylene film, glass, aluminum foil, sheet metal, foil-faced insulating sheathings, and foil-faced non-insulating sheathings. These materials can be used on the interior side of walls if air permeable insulation is not present (e.g., foil-faced rigid foam board adjacent to a below-grade concrete foundation wall is permitted).

   Note that this list is not comprehensive and other materials with a perm rating ≤ 0.1 also shall not be used. Also, if manufacturer specifications for a specific product indicate a perm rating above 0.1, then the material may be used, even if it is in this list. Also note that open-cell and closed-cell foam generally have perm ratings above this limit and may be used unless manufacturer specifications indicate a perm rating ≤ 0.1. Several exemptions to these requirements apply:

   - Class I vapor retarders, such as ceramic tile, may be used at shower and tub walls;
   - Class I vapor retarders, such as mirrors, may be used if they are mounted with clips or other spacers that allow air to circulate behind them.
7. Protected drain tile shall be installed at the footings of basement and crawlspace walls, level or sloped to discharge to outside grade (daylight) or to a sump pump. The top of each drain tile pipe shall always be below the bottom of the concrete slab or crawlspace floor. Each pipe shall be surrounded with at least 6 in. of ½ to ¾ in. washed or clean gravel. The gravel layer shall be fully wrapped with fabric cloth or drain tile pre-wrapped with a fabric filter to prevent clogging of the drain tile with sediment.
8. Any of the following systems may be used: a monolithic weather-resistant barrier (i.e., house wrap) sealed or taped at all joints; weather resistant sheathings (e.g., faced rigid insulation) fully taped at all "butt" joints; lapped shingle-style building paper or felts; or other water-resistive barrier recognized by ICC-ES or other accredited agency.
9. Apply pan flashing over the rough sill framing, inclusive of the corners of the sill framing; side flashing that extends over pan flashing; and top flashing that extends over side flashing.
10. Intersecting wall siding shall terminate 1 in. above the roof or higher, per manufacturer's recommendations. Continuous flashing shall be installed in place of step flashing for metal and rubber membrane roofs.
11. The assessment of whether the soil is expansive or collapsible shall be completed by a certified hydrologist, soil scientist, or engineer. Gutters shall be not required in dry climates as shown in 2009 IECC Figure 301.1 and Table 301.1. A roof design without gutters is also acceptable if it deposits rainwater to a grade-level rock bed with a waterproof liner and a drain pipe that deposits water on a sloping finish grade ≥ 5 ft. from foundation. Rainwater harvesting systems may also be used to meet this requirement when designed to properly drain overflow, meeting the discharge-distance requirements above.
12. Not required in dry climates as shown in 2009 IECC Figure 301.1 and Table 301.1.
13. In addition to cement board, materials that have been evaluated by ICC-ES according to AC 115, Acceptance Criteria for Waterproof Membranes for Flooring and Shower Lining, may also be used to meet this requirement. Monolithic tub and shower enclosures (e.g., fiberglass with no seams) are exempt from this backing material requirement unless required by the manufacturer. Paper-faced backerboard may only be used behind monolithic enclosures or waterproof membranes that have been evaluated by ICC-ES according to AC 115, and then only if it meets ASTM mold-resistant standards ASTM D3273 or ASTM D6329.
14. If mold is present, effort should be made to remove all visible signs of mold using detergent or other method. If removal methods are not effective, then the material shall be replaced.
15. For wet-applied insulation products, follow manufacturer's drying recommendations. As guidance, EPA recommends that lumber not exceed 18% moisture content.