CERTIFICATE OF COMPLIANCE and FIELD INSPECTION ENERGY CHECKLIST

 MECH-1C

Project Name:	Date:	Climate Zone:
Project Address:		Conditioned Floor Area:

General Information

Building Type: ☐ Nonresidential ☐ High-Rise Residential ☐ Hotel/Motel Guest Room

☐ Schools (Public School) ☐ Relocatable Public School Bldg. ☐ Conditioned Spaces ☐ Unconditioned Spaces

Phase of Construction: ☐ New Construction ☐ Addition ☐ Alteration

Approach of Compliance: ☐ Component ☐ Unconditioned (file affidavit)

Front Orientation: N, E, S, W or in Degrees:

HVAC SYSTEM DETAILS

Equipment	Inspection Criteria	FIELD INSPECTION ENERGY CHECKLIST Meets Criteria or Requirements Pass	Fail - Describe Reason[2]
Item or System Tags (i.e. AC-1, RTU-1, HP-1)		☐	☐
Equipment Type[3]:		☐	☐
No of Systems		☐	☐
Max Allowed Heating Capacity[1]		☐	☐
Minimum Heating Efficiency[1]		☐	☐
Max Allowed Cooling Capacity[1]		☐	☐
Cooling Efficiency[1]		☐	☐
Duct Location/ R-Value		☐	☐
When duct testing is required, submit **MECH-4A** & **MECH-4-HERS**		☐	☐
Economizer		☐	☐
Thermostat		☐	☐
Fan Control		☐	☐

Equipment	Inspection Criteria	FIELD INSPECTION ENERGY CHECKLIST Pass	Fail - Describe Reason[2]
Item or System Tags (i.e. AC-1, RTU-1, HP-1)		☐	☐
Equipment Type[3]:		☐	☐
No of Systems		☐	☐
Max Allowed Heating Capacity[1]		☐	☐
Minimum Heating Efficiency[1]		☐	☐
Max Allowed Cooling Capacity[1]		☐	☐
Cooling Efficiency[1]		☐	☐
Duct Location/ R-Value		☐	☐
When duct testing is required, submit **MECH-4A** & **MECH-4-HERS**		☐	☐
Economizer		☐	☐
Thermostat		☐	☐
Fan Control		☐	☐

1. *If the Actual installed equipment performance efficiency and capacity is less than the Proposed (from the energy compliance submittal or from the building plans) the responsible party shall resubmit energy compliance to include the new changes.*
2. *For additional detailed discrepancy use Page 2 of the Inspection Checklist Form. Compliance fails if a Fail box is checked.*
3. *Indicate Equipment Type:* Gas(Pkg or, Split), VAV, HP (Pkg or split), Hydronic, PTAC, or other

Project Name:	Date:

Discrepancies:

CERTIFICATE OF COMPLIANCE and FIELD INSPECTION ENERGY CHECKLIST	(Part 3 of 5)	MECH-1C
Project Name	Date	

Required Acceptance Tests

Designer:

This form is to be used by the designer and attached to the plans. Listed below are all the acceptance tests for mechanical systems. The designer is required to check the applicable boxes by all acceptance tests that apply and list all equipment that requires an acceptance test. If all equipment of a certain type requires a test, list the equipment description and the number of systems. The NA number designates the Section in the Appendix of the Nonresidential Reference Appendices Manual that describes the test. Since this form will be part of the plans, completion of this section will allow the responsible party to budget for the scope of work appropriately.

Enforcement Agency:

***Systems Acceptance**. Before occupancy permit is granted for a newly constructed building or space, or a new space-conditioning system serving a building or space is operated for normal use, all control devices serving the building or space shall be certified as meeting the Acceptance Requirements for Code Compliance.*
***Systems Acceptance.** Before occupancy permit is granted. All newly installed HVAC equipment must be tested using the Acceptance Requirements.*

*The MECH-1C form is not considered a completed form and is not to be accepted by the building department unless the correct boxes are checked. The equipment requiring testing, person performing the test (Example: HVAC installer, TAB contractor, controls contractor, PE in charge of project) and what Acceptance test must be conducted. The following checked-off forms are required for **ALL** newly installed and replaced equipment. In addition a Certificate of Acceptance forms shall be submitted to the building department that certifies plans, specifications, installation certificates, and operating and maintenance information meet the requirements of §10-103(b) and Title 24 Part 6. The building inspector must receive the properly filled out and signed forms before the building can receive final occupancy.*

Test Description		MECH-2A	MECH-3A	MECH-4A	MECH-5A	MECH-6A	MECH-7A	MECH-8A	MECH-9A	MECH-10A	MECH-11A
Equipment Requiring Testing or Verification	# of units	Outdoor Ventilation for VAV & CAV	Constant Volume & Single-Zone Unitary	Air Distribution Ducts	Economizer Controls	Demand Control Ventilation DCV	Supply Fan VAV	Valve Leakage Test	Supply Water Temp. Reset	Hydronic System Variable Flow Control	Automatic Demand Shed Control
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

CERTIFICATE OF COMPLIANCE and FIELD INSPECTION ENERGY CHECKLIST

(Part 4 of 5) **MECH-1C**

Project Name	Date

Test Description		MECH-12A	MECH-13A	MECH-14A	MECH-15A	
Equipment Requiring Testing	# of	Fault Detection & Diagnostics for DX Units	Automatic Fault Detection & Diagnostics for Air & Zone	Distributed Energy Storage DX AC Systems	Thermal Energy Storage (TES) Systems	Test Performed By:
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	
		☐	☐	☐	☐	

CERTIFICATE OF COMPLIANCE and
FIELD INSPECTION ENERGY CHECKLIST **(Part 5 of 5)** **MECH-1C**

Project Name:	Date:

Documentation Author's Declaration Statement

- I certify that this Certificate of Compliance documentation is accurate and complete.

Name:	Signature:
Company:	Date:
Address:	If Applicable CEA # CEPE #
City/State/Zip	Phone:

Principal Mechanical Designer's Declaration Statement

- I am eligible under Division 3 of the California Business and Professions Code to accept responsibility for the mechanical design.
- This Certificate of Compliance identifies the mechanical features and performance specifications required for compliance with Title 24, Parts 1 and 6 of the California Code of Regulations.
- The design features represented on this Certificate of Compliance are consistent with the information provided to document this design on the other applicable compliance forms, worksheets, calculations, plans and specifications submitted to the enforcement agency for approval with this building permit application.

Name:	Signature:
Company Name:	Date:
Address:	License #
City/State/Zip	Phone:

Mandatory Measures
Indicate location on building plans of Note Block for Mandatory Measures _____

MECHANICAL COMPLIANCE FORMS & WORKSHEETS (check box if worksheet is included)

For detailed instructions on the use of this and all Energy Efficiency Standards compliance forms, refer to the 2008 Nonresidential Manual Note: The Enforcement Agency may require all forms to be incorporated onto the building plans.

☐	MECH-1C	Certificate of Compliance. Required on plans for all submittals.
☐	MECH-2C	Mechanical Equipment Summary is required for all submittals.
☐	MECH-3C	Mechanical Ventilation and Reheat is required for all submittals with mechanical ventilation.
☐	MECH-4C	Fan Power Consumption is required when for all prescriptive submittals.