CERTIFICATE OF INSTALLATION		NRCI-PRC-01-E
Covered Processes		(Page 1 of 2)
Project Name:	Enforcement Agency:	Permit Number:
Project Address:	City:	Zip Code:

GENERAL INFORMATION			
DATE OF BUILDING PERMIT:	PERMIT #:		
PHASE OF CONSTRUCTION	☐ New Construction	☐ Addition	☐ Alteration

If more than one person has responsibility for building construction, each person shall prepare and sign an Installation Certificate document applicable to the portion of construction for which they are responsible; alternatively, the person with chief responsibility for construction shall prepare and sign the Installation Certificate document(s) for the entire construction.

SCOPE OF RESPONSIBILITY	
Enter the date of approval by enforcement agency of the Certificate of Compliance that provides the specifications for the energy efficiency measures for the scope of responsibility for this Installation Certificate:	Date:

In the table below identify all applicable construction documents that specify the requirements for the scope of responsibility for this Installation Certificate.

Document Title or Description	Applicable Sheets or Pages, Tables, Schedules, etc.	Date Approved By the Enforcement Agency

CERTIFICATE OF INSTALLATION		NRCI-PRC-01-E
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Project Name:	Enforcement Agency:	Permit Number:
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DOCUMENTATION AUTHOR'S DECLARATION STATEMENT	
1. I certify that this Certificate of Installation documentation is accurate and complete.	
Documentation Author Name:	Documentation Author Signature:
Documentation Author Company Name:	Date Signed:
Address:	CEA/ HERS Certification Identification (If applicable):
City/State/Zip:	Phone:

RESPONSIBLE PERSON'S DECLARATION STATEMENT

I certify the following under penalty of perjury, under the laws of the State of California:

1. The information provided on this Certificate of Installation is true and correct.
2. I am eligible under Division 3 of the Business and Professions Code in the applicable classification to accept responsibility for the system design, construction, or installation of features, materials, components, or manufactured devices for the scope of work identified on this Certificate of Installation and attest to the declarations in this statement (responsible builder/installer), otherwise I am an authorized representative of the responsible builder/installer.
3. The constructed or installed features, materials, components or manufactured devices (the installation) identified on this Certificate of Installation conforms to all applicable codes and regulations, and the installation conforms to the requirements given on the plans and specifications approved by the enforcement agency.
4. I reviewed a copy of the Certificate of Compliance approved by the enforcement agency that identifies the specific requirements for the scope of construction or installation identified on this Certificate of Installation, and I have ensured that the requirements that apply to the construction or installation have been met.
5. I will ensure that a completed signed copy of this Certificate of Installation shall be posted, or made available with the building permit(s) issued for the building, and made available to the enforcement agency for all applicable inspections. I understand that a completed signed copy of this Certificate of Installation is required to be included with the documentation the builder provides to the building owner at occupancy.

Responsible Builder/Installer Name:	Responsible Builder/Installer Signature:	
Company Name: -(Installing Subcontractor or General Contractor or Builder/Owner)	Position With Company (Title):	
Address:	CSLB License:	
City/State/Zip:	Phone	Date Signed:

NRCI-PRC-01-E User Instructions

General Information

DATE OF BUILDING PERMIT – enter the date when the building department issued the permit
PHASE OF CONSTRUCTION indicates the status of the building project described in the compliance documents. Refer to the Nonresidential Compliance Manual Section 1.7 for detailed discussion of the various choices.

1. NEW CONSTRUCTION should be checked for all new buildings, newly conditioned space or for new construction in existing buildings (tenant improvements, see Section 1.7.11 and 1.7.12) that are submitted for envelope compliance.
2. ADDITION should be checked for an addition which is not treated as a stand-alone building, but which uses option 2 described in Section 1.7.14. Tenant improvements that increase conditioned floor area and volume are additions.
3. ALTERATION should be checked for alterations to an existing building mechanical systems (see Section 1.7.13). Tenant improvements are usually alterations.

Scope of Responsibilities

DOCUMENT TITLE OR DESCRIPTION – Enter the construction document that specifies the installed feature, material, component, manufactured device or system performance diagnostic results required for compliance as specified on the certificate of compliance
APPLICABLE SHEETS – Identify the corresponding pages that address the scope of responsibilities in the document.
DATE - Enter the date the enforcement agency approved the certificate of compliance (NRCC-PRC-XX) that used as the basis of the specifications used to demonstrate compliance.

Documentation Author's Declaration Statement

The CERTIFICATE OF INSTALLATION is signed by both the Documentation Author and the Principal Designer who is responsible for preparation of the plans of building. This latter person is also responsible for the energy compliance documentation, even if the actual work is delegated to a different person acting as Documentation Author. It is necessary that the compliance documentation be consistent with the plans.

DOCUMENTATION AUTHOR is the person who prepared the energy compliance documentation and who signs the Declaration Statement. The person's telephone number is given to facilitate response to any questions that arise. A Documentation Author may have additional certifications such as a~~n~~ Certified Energy Analyst or a Home Energy Rating System certification number. Enter number in the CEA# or HERS# box.

Declaration Statement of Principle Designer

The Declaration Statement is signed by the person responsible for preparation of the plans for the building and the documentation author. This principal designer is also responsible for the energy compliance documentation, even if the actual work is delegated to someone else (the Documentation Author as described above). It is necessary that the compliance documentation be consistent with the plans. The Business and Professions Code governs who is qualified to prepare plans and therefore to sign this statement. See Section 2.2.2 Permit Application for applicable text from the Business and Professions Code.