



SAMPLE FORM – NOT VALID FOR SUBMISSION TO BUILDING DEPARTMENTS

CERTIFICATE OF INSTALLATION

Note: This table completed by HERS Registry.

Table with 2 columns: Field Name (Project Name, Dwelling Address, City and Zip Code) and Field Value (Enforcement Agency, Permit Number, Permit Application Date)

A. System Information

Each system requiring refrigerant charge verification will be documented on a separate certificate.

Main data table with 17 rows and 3 columns. Rows include: 01 Space Conditioning System Identification or Name, 02 Space Conditioning System Location or Area Served, 03 Condenser (or package unit) Make or Brand, 04 Condenser (or package unit) Model Number, 05 Nominal Cooling Capacity (tons) of Condenser, 06 Condenser (or package unit) Serial Number, 07 Refrigerant Type, 08 Other Refrigerant Type (if applicable), 09 Liquid Line Filter Drier Installed According to Manufacturer's Specification (if applicable), 10 System Installation Type, 11 Fault Indicator Display (FID) Status, 12 Is the system of a type that the minimum airflow can be verified for all indoor units using an approved measurement procedure (RA3.3 or RA3.3.3)?, 13 Is the system of a type that approved refrigerant charge verification procedures can be used to verify compliance with the refrigerant charge verification requirements when temperatures are ≥ 55°F (RA3.2.2, or RA1)?, 14 Date of Refrigerant Charge Verification for this System, 15 Refrigerant Charge Verification Method Used, 16 Person who Performed the Refrigerant Charge Verification Reported on this Certificate of Installation, 17 HERS Verification Compliance Requirement Status



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**MCH-25f - Refrigerant Charge Verification - New Package Unit With Factory Charge**

**B. Measurement Access Hole (MAH) Verification**

Procedures for installing MAH are specified in Reference Residential Appendix RA3.2.2.3.

01	Method Used to Demonstrate Compliance with the Measurement Access Hole (MAH) Requirement	
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**C. Minimum System Airflow Rate Verification**

Procedures for verifying minimum system airflow are specified in Reference Residential Appendix RA3.3.3.

01	02	03
Indoor Unit Name or Description of Area Served	Minimum Required System Airflow Rate (cfm)	System Airflow Rate Verification Status
04	Compliance Statement:	
Notes:		

**D. Verification of New Package Unit Factory Charge**

Note: There is no HERS verification requirement for the MCH-25f. The Enforcement Agency has responsibility for verification of the MCH-25f.

01	The responsible person's signature on this document affirms that this new package unit has correct refrigerant charge as provided by the manufacturer prior to shipment from the factory, and no modifications have been made to this packaged unit that would result in a change to the amount of refrigerant in the unit.
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DOCUMENTATION AUTHOR'S DECLARATION STATEMENT

1. I certify that this Certificate of Installation documentation is accurate and complete.

Table with 2 columns: 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

- 2. 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 either: a) a responsible person eligible under division 3 of the business and professions code...
3. The constructed or installed features, materials, components or manufactured devices...
4. I understand that a HERS rater will check the installation to verify compliance...
5. I understand that a registered copy of this certificate of installation shall be posted...
6. I understand that a registered copy of this certificate of installation is required to be included with the documentation...

Table with 2 columns: Responsible Builder/Installer Name, Responsible Builder/Installer Signature, Company Name, Position With Company (Title), Address, CSLB License, City/State/Zip, Phone, Date Signed, Third Party Quality Control Program (TPQCP) Status, Name of TPQCP (if applicable).

For assistance or questions regarding the Energy Standards, contact the Energy Hotline at: 1-800-772-3300

CERTIFICATE OF INSTALLATION – USER INSTRUCTIONS	LMCI-MCH-25-H
Refrigerant Charge Verification – Packaged System	(Page 1 of 3)

## LMCI-MCH-25f-E User Instructions

### Section A. System Information

1. This information is automatically pulled from the Certificate of Installation (MCH-01).
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6. This information is automatically pulled from the Certificate of Installation (MCH-01)
7. Choose the type of refrigerant used by the system being verified. R-22 and R-410A are the most common, but other types may occasionally be encountered.
8. If “Other” is chosen in A07, then indicate the type of refrigerant being used. If R-22 or R-410A is being used (regardless of trade name, Puron, Genetron, etc.) it should be indicated in A07. This row is only for refrigerants other than R-22 and R-410a. Documentation of refrigerant may be requested.
9. If applicable, a liquid line filter drier shall be installed according to manufacturer’s specifications.
10. Indicate whether the HVAC system is Completely New, Replacement or an Alteration. These are defined in detail the Residential Compliance Manual.
11. Select the appropriate choice regarding whether this system has a Fault Indicator Display (FID). Qualifying FID’s may exempt a system from HERS refrigerant charge verification. FID’s are described in Joint Appendix JA6.1. Qualifying FID’s must appear on a list of approved devices kept by the Commission. Installation of a FID does not exempt the installer from proper refrigerant charge verification. It may only exempt the need for third party refrigerant charge verification. Third party verification of the FID is required. Other requirements may also be triggered.
12. Most ducted split systems and package systems are of the type that minimum airflow can be verified using an approved measurement procedure. Examples of systems that do not meet this description are ductless systems. Selecting “No” here may subject the project to additional scrutiny by enforcement personnel.
13. Most ducted split systems and package systems are of the type that approved refrigerant charge verification procedures detailed in Residential Appendix RA3.2.2 or RA1 can be used (i.e., Standard Charge Verification or Winter Setup Verification procedures). Examples of systems that may not meet this description are “mini splits” or variable refrigerant flow systems that may only be charged using weigh-in procedures. Selecting “No” here may subject the project to additional scrutiny.
14. Specify the date the refrigerant charge verification was performed by the installer.
15. Select the refrigerant charge verification method used from the choices provided:
  - Superheat (outdoor temperature must be  $\geq 55^{\circ}\text{F}$ ); this verification method can only be used when the outdoor temperature is at or above  $55^{\circ}\text{F}$ . It is only used on systems with fixed orifice refrigerant metering devices (non-variable metering devices). This method is detailed in Reference Appendix RA3.2.2.6.1. Systems verified using this method may be eligible for HERS verification compliance using Group Sampling. Choosing this option will generate a LMCI-MCH-25a.
  - Subcooling (outdoor temperature must be  $\geq 55^{\circ}\text{F}$ ); this verification method can only be used when the outdoor temperature is at or above  $55^{\circ}\text{F}$ . It is only used on systems with variable metering devices (TXV or EXV). This method is detailed in Reference Appendix RA3.2.2.6.2. Systems verified using this method may be eligible for HERS verification compliance using Group Sampling. Choosing this option will generate a LMCI-MCH-25b.

CERTIFICATE OF INSTALLATION – USER INSTRUCTIONS	LMCI-MCH-25-H
Refrigerant Charge Verification – Packaged System	(Page 2 of 3)

- Weigh-in; this verification method can be used at any outdoor temperature allowed by the equipment manufacturer. This method is detailed in Reference Appendix RA3.2.3. Systems verified using this method are NOT eligible for HERS verification compliance using Group Sampling. Choosing this option will generate a LMCI-MCH-25c.
  - Winter Setup (applicable when outdoor temperature is < 55°F); the Winter Setup verification method is a special version of the Subcooling method. It can be used when the outdoor temperature is between 37°F and 55°F. It can only be used on equipment where the manufacturer has specifically approved it for the equipment being tested. The Winter Setup procedure is details in Residential Appendix RA1.2. Choosing this option will generate a LMCI-MCH-25e.
  - New Package Unit Factory Charge; Choose this option when a new package unit is being installed that has an AHRI rating. This helps ensure that the unit was properly charged at the factory. HERS verification of refrigerant charge may not be required in this case. Choosing this option will generate a LMCI-MCH-25f.
16. Identify who will be performing the verification that is documented on this Certificate of Installation, select from the two options. Note that HERS verification compliance by Group Sampling requires that the installer perform their own refrigerant charge verification as part of the installation of the equipment prior to the system being put into a sample group for possible selection by a HERS rater for verification. If Group Sampling is not intended, the HERS Rater may perform the refrigerant charge verification on behalf of the Installing Contractor (applies to any method but Weigh-In) and the Rater will enter same results on both the LMCI and LMCV.
17. The Group Sampling status is automatically displayed based on the input results of A15 and A16. Group Sampling procedures are detailed Residential Appendix RA2.3.

### Section B. Measurement Access Hole (MAH) Verification

1. Indicate the method used to demonstrate compliance with the MAH requirement by selecting the appropriate method from the drop down list. Procedures for installing MAH's are detailed in RA3.2.2.3. Selecting that the MAH cannot be installed consistent with Figure 3.2-1 may result in additional scrutiny by enforcement personnel.

### Section C. Minimum System Airflow Rate Verification

1. This information is automatically calculated based on the information given in A10. This is the target minimum system airflow required for the system being verified.
2. This information is automatically calculated based on the MCH-23 or MCH-28, which documents the measured airflow (or alternative method) of the system being verified. If the measured airflow is not adequate it will not comply with the airflow requirements and refrigerant charge verification cannot be performed until the airflow meets the requirement.

### Section D. Verification of New Package Unit Factory Charge

1. By signing the Declaration Statement at the bottom of this form, the installer is declaring that the package unit was an AHRI certified unit and that no modifications were made to the unit to change the factory charge.

CERTIFICATE OF INSTALLATION – USER INSTRUCTIONS	LMCI-MCH-25-H
Refrigerant Charge Verification – Packaged System	(Page 3 of 3)

**Documentation Declaration Statements**

1. The person who prepared the LMCI will sign and complete the fields for their name, company (if applicable), address, phone number, certification information (if applicable), date and signature.
2. The person who is assuming responsibility for the project being built to comply with Title 24, Part 6, will complete the fields for their name, company (if applicable), address, phone number, license number (if applicable), date and signature.

For information and data collection only. Not valid until registered with a HERS provider