

Renewable Energy Equipment Grant Program INSPECTION CHECKLIST

Site Built Home Mobile Home

SOLAR HEAT

| | | |
|------------|--|-------------------------|
| Agency: | | Agency Inspection Date: |
| Client: | | Agency Audit Date: |
| HH Number: | | DER Inspection Date: |
| Year Built | | DER Inspector: |

When was the dwelling weatherized? _____

If the dwelling has not been weatherized what is the scheduled date for work to proceed? _____

Passive solar Panel Btu output (daily) _____

Panel Size _____

Fan location _____

Number of panels specified _____

Number of panels installed _____

DWELLING EXTERIOR

1. Exterior/General

| Look for & at | <input checked="" type="checkbox"/> | Look for & at | <input checked="" type="checkbox"/> |
|---|-------------------------------------|--|-------------------------------------|
| Are solar panels properly attached to the dwelling? Picture <input type="checkbox"/> | <input type="checkbox"/> | Are penetrations properly sealed to prevent air and water infiltration? Picture <input type="checkbox"/> | <input type="checkbox"/> |
| Are the panels properly flashed and sealed in a water tight fashion? Picture <input type="checkbox"/> | <input type="checkbox"/> | Are panels installed vertically on a South facing wall? | <input type="checkbox"/> |
| Are the panels installed the way they were specified? Series Parallel? Portrait or Landscape? | <input type="checkbox"/> | Site cleanup adequate | <input type="checkbox"/> |
| Has the siding been reinstalled in a proper manner? Any new members primed? | <input type="checkbox"/> | | <input type="checkbox"/> |

NOTES:

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2. Living Space

| Look for & at | <input checked="" type="checkbox"/> | Look for & at | <input checked="" type="checkbox"/> |
|--|-------------------------------------|---|-------------------------------------|
| Are walls properly finished? | <input type="checkbox"/> | Evidence of IAQ problems? Were they treated by WAP? If not, should they be? | <input type="checkbox"/> |
| Are transfer grilles installed? Are sound dampeners installed? | <input type="checkbox"/> | Fan box properly built to protect the ductwork? | <input type="checkbox"/> |
| Thermostat properly set | <input type="checkbox"/> | Is the thermostat properly located? | <input type="checkbox"/> |
| Are supply ducts far enough away from the thermostat? | <input type="checkbox"/> | Site cleanup adequate | <input type="checkbox"/> |
| NOTES: | | | |
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3. Ductwork

| | <input checked="" type="checkbox"/> | Look for & at | <input checked="" type="checkbox"/> |
|---|-------------------------------------|---|-------------------------------------|
| Is the ductwork outside the thermal boundary properly sealed and insulated? | <input type="checkbox"/> | Verify Correct Fan sizing for panel Sq. Ft. | <input type="checkbox"/> |
| Backflow dampers properly installed. Picture <input type="checkbox"/> | <input type="checkbox"/> | Is the filter located in a spot where it can be easily changed? | <input type="checkbox"/> |
| Is the fan providing proper CFM distribution? | <input type="checkbox"/> | Is the ductwork properly insulated at the solar panel? | <input type="checkbox"/> |
| | <input type="checkbox"/> | | |
| NOTES: | | | |
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| <input type="checkbox"/> Service Agreement | <input type="checkbox"/> Pictures of Flashing Detail |
| <input type="checkbox"/> Signed at the audit | <input type="checkbox"/> Cleanup / Deferral Form |
| <input type="checkbox"/> Client Participation | <input type="checkbox"/> Cleanup / Deferral Form signed/dated |
| <input type="checkbox"/> Final Inspection document Signed | <input type="checkbox"/> Change Order Form |
| <input type="checkbox"/> Notice of safety problem | <input type="checkbox"/> Change Order Form signed/dated |
| <input type="checkbox"/> Notice of safety problem Signed/dated | <input type="checkbox"/> Lead Safe Work Practices Documentation needed? |
| <input type="checkbox"/> Rental Property | <input type="checkbox"/> Lead Safe Work Practices pictures |
| <input type="checkbox"/> Signed rental agreement signed/dated | <input type="checkbox"/> Lead Safe Work Practices Record Keeping Form |
| <input type="checkbox"/> Solar Site Analysis completed | <input type="checkbox"/> Manufactured Structures Alteration Approval letter from Manufacturer/Building Official/DOLI |

| | | |
|---|---|--|
| <input type="checkbox"/> Purchase and Work orders | <input type="checkbox"/> Procurement Process Followed | <input type="checkbox"/> Data Collection Forms |
| <input type="checkbox"/> Invoices | <input type="checkbox"/> Bids | <input type="checkbox"/> eHEAT Application Summary |
| <input type="checkbox"/> Lien Waiver Required? | <input type="checkbox"/> Written Notification to all bidders? | <input type="checkbox"/> Permits |
| <input type="checkbox"/> Lien Waiver Provided | <input type="checkbox"/> Bid Forms / Specifications | <input type="checkbox"/> Photos |