

WAC 51-11C-408012 Figure C408.1.4.2—Commissioning compliance checklist.

**Figure C408.1.4.2  
Commissioning Compliance Checklist**

<b>Project Information</b>	<b>Project Name:</b>
	<b>Project Address:</b>
	<b>Certified Commissioning Professional:</b>
	<b>Certifying Body:</b>
<b>Commissioning Plan</b> (Section 408.1.2)	<input type="checkbox"/> <b>Commissioning Plan was used during construction</b>
<b>Commissioned Systems</b> (Section C408.2, C408.3, C408.4 and C408.6)	<input type="checkbox"/> <b>Mechanical Systems were included in the Commissioning Process</b> (Section C408.2) Building mechanical systems have been tested to demonstrate the installation and operation of components, systems and system-to-system interfacing relationships in accordance with approved plans and specifications <input type="checkbox"/> There are unresolved deficiencies with the mechanical systems. These are described in the Preliminary Commissioning Report submitted to the owner. The following items are not in compliance with the energy code:
	<input type="checkbox"/> <b>Electrical Power or Lighting Systems were included in the Commissioning Process</b> (Section C408.4) Electrical power and automatic lighting controls have been tested to demonstrate the installation and operation of components, systems and system-to-system interfacing relationships in accordance with approved plans and specifications <input type="checkbox"/> There are unresolved deficiencies with the electrical power and/or automatic lighting controls. These are described in the Preliminary Commissioning Report submitted to the owner. The following items are not in compliance with the energy code:
	<input type="checkbox"/> <b>Service Water Heating Systems were included in the Commissioning Process</b> (Section C408.5) Service water heating systems have been tested to demonstrate that control devices, components, equipment and systems are calibrated, adjusted and operate in accordance with approved plans and specifications <input type="checkbox"/> There are unresolved deficiencies with the service water heating systems. These are described in the Preliminary Commissioning Report submitted to the owner. The following items are not in compliance with the energy code:
	<input type="checkbox"/> <b>Additional Systems included in the Commissioning Process</b> (Section C408.5) <input type="checkbox"/> There are unresolved deficiencies with systems required by Section C406 or Section C407. These are described in the Preliminary Commissioning Report submitted to the owner. The following items are not in compliance with the energy code:
	<input type="checkbox"/> <b>Metering Systems were included in the Commissioning Process</b> (Section C408.6) Energy source meters, energy end-use meters, the energy metering data acquisition system and required display are calibrated, adjusted and operate to minimally meet code requirements <input type="checkbox"/> There are unresolved deficiencies with the metering system. These are described in the Preliminary Commissioning Report submitted to the owner. The following items are not in compliance with the energy code:
	<input type="checkbox"/> <b>Manuals, record documents and training have been completed or are scheduled</b> <ul style="list-style-type: none"> <li>• System documentation has been provided to the owner or scheduled date:</li> <li>• Record documents have been submitted to owner or scheduled date:</li> <li>• Training has been completed or scheduled date:</li> </ul>
<b>Preliminary Commissioning Report</b> (Section C408.1.4.1)	<input type="checkbox"/> <b>Preliminary Commissioning Report submitted to owner and includes items below</b> <ul style="list-style-type: none"> <li>□ Itemization of deficiencies found during testing that are part of the energy code and that have not been corrected at the time of report preparation</li> <li>□ Deferred tests, which cannot be performed at the time of report preparation, with anticipated date of completion</li> <li>□ Status of the project's record documents, manuals and systems operation training with respect to requirements in Section C103.6</li> </ul>
<b>Certification</b>	<input type="checkbox"/> I hereby certify that all requirements for Commissioning have been completed in accordance with the Washington State Energy Code, including all items above  <div style="display: flex; justify-content: space-between;"> <span>_____</span> <span>_____</span> </div> <div style="display: flex; justify-content: space-between;"> <span>Building Owner or Owner's Authorized Agent</span> <span>Date</span> </div>

[Statutory Authority: RCW 19.27A.025, 19.27A.160, and 19.27.074. WSR 16-03-072, § 51-11C-408012, filed 1/19/16, effective 7/1/16. Statutory Authority: RCW 19.27A.020, 19.27A.025 and chapters 19.27 and 34.05 RCW. WSR 13-04-056, § 51-11C-408012, filed 2/1/13, effective 7/1/13.]