

#	Key Item	Check	Questions to Ask
1	DESIGN TEMPERATURES	✓ Indoor Design Temperatures	Is the indoor design temperature for <i>Heating</i> : per Local Code OR 70°F (21°C) at 30% RH? Is the indoor design temperature for <i>Cooling</i> : per Local Code OR 75°F (24°C) at 50% RH? [or 55% for humid climate, 45% for dry climate?]
		✓ Outdoor Design Temperatures	Is the outdoor design temperature per Table 1 of MJ8 or Local Code?
2	WINDOWS & GLASS DOORS	✓ U-values and SHGC values	Are the SHGC and U-values reasonable for the window types and frame constructions? (see Table 2 of MJ8)
		✓ Shading Adjustments	Have window shading (curtains, drapes, insect screens, tinting, etc.) adjustments been made?
		✓ Overhang Adjustments	Have roof overhang adjustments been made?
		✓ Total Area	Is the total area for the windows & glass doors roughly equal to the area shown on the drawing plan?
		✓ Exposure Directions	Do the exposure directions [North (N), North-East (NE), etc.] appear correct?
3	SKYLIGHTS	✓ U-values and SHGC values	Are the SHGC and U-values appropriate for the skylight types and frame constructions? (see Table 2 of MJ8)
		✓ Shading Adjustments	Have adjustments been made for drapes, tinting, and reflective coatings?
		✓ Total Area	Is the total area for the skylight roughly equal to the area shown on the drawing plan?
		✓ Exposure Directions	Do the exposure directions [North (N), North-East (NE), etc.] appear correct?
4	DOORS   WOOD, METAL	✓ None	-----
5	WALLS   ABOVE GRADE, BELOW GRADE	✓ Insulation	Are correct wall insulation R-values taken into account when the wall loads are calculated?
		✓ Total Area	Is the total area for the walls equal to the area shown on the drawing plan?
6	CEILINGS	✓ Insulation	Is correct ceiling insulation R-value taken into account when the ceiling load is calculated?
		✓ Radiant Barrier	If applicable, does the load calculation take credit for a radiant barrier?
		✓ Roof color and material	Is correct roof color and material taken into account when the ceiling load is calculated?
		✓ Total Area	Is the total area for the ceilings equal to the area shown on the drawing plans?
7	FLOORS	✓ Insulation	Is the floor insulation and type of construction representative of what is built/planned?
8	INFILTRATION	✓ Envelope Tightness	Is the listed envelope tightness (tight, semi-tight, average, semi-loose, loose) appropriate?
		✓ Above grade volume	Is the total above grade volume equal to what is shown on the drawing plans?
9	INTERNAL GAINS	✓ Appliances	Are the appliance gains 1200 Btuh, 2400 Btuh or a value recommended by MJ8?
		✓ Occupants	Is Maximum Number of Occupants = Number of Bedrooms +1?
			· Is Btuh (sensible) = 230 x Number of Occupants? · Is Btuh (latent) = 200 x Number of Occupants?
10	DUCTS	✓ Duct Location	If located in an unconditioned space, are the ducts insulated (appropriate R-value)?
		✓ Duct Tightness	Is the duct tightness category 'average sealed' or higher (i.e. notably sealed, extremely sealed)?
11	VENTILATION	✓ Intermittent Fans	Are intermittent bathroom and kitchen fans excluded from the infiltration calculations?
		✓ Continuous Exhaust Fans	Are dedicated exhaust fans (continuous) included in the calculations?
		✓ Heat Recovery Equipment	Are the heat recovery equipment and/or a ventilating dehumidifier included in the calculations (if applicable)?