



CECO Energy Audit / Inspection SELF-AUDIT Checklist

Use this checklist in conjunction with the "CECO: Steps to Compliance" guide and CECO Brochure

PART A Complete for ALL properties subject to CECO

Assessor Parcel #: _____ Date _____ / _____ / _____

Property Street : _____ Street Number(s) _____

Owner _____ Day Phone: _____ - _____ - _____

Mailing Address: _____ City: _____ State _____ Zip: _____

Contact: _____ Address _____ DayPhone: _____ - _____ - _____

Business _____ Audit Type: ___ Title Transferr ___ Renovation ___ Other

Hours of Operation: _____ Day: ___ Swing ___ Night ___ Square Footage of Conditioned Space: _____

PART B Required Measures for CECO; see brochure for details on bringing equipment into compliance.

Status Legend NA: Not Applicable COM: In Compliance NCE: Not Cost Effective T24: Title 24 Compliance

HVAC Measures	Status		Energy Measures Needed for Compliance
	Req.	Not Req.	
1. Repair/Replace Thermostats			
2. Timeclock Controls			
3. Outside Air Economizer Cycle			
4. Repair of Air Ducts			
5. Repair and Adjustment of Dampers			
6. Insulate Supply Air Ducts and Plenums			
7. Insulate Pipes			
8. Clean and Tune Furnaces			
9. Clean and Tune Boilers			
10. Reset Boiler Controls			
11. Repair Hot Water and Steam Leaks			
12. Clean and Tune Chiller Systems			
13. Repair Chilled Water Leaks			
14. Reset Controls for Chillers			
Hot Water Measures			
15. Reduce Hot Water to 110F.			
16. Insulate Water Heater Tank and Pipes			
17. Water Heater PTR Valve			
18. Water Heater Earthquake Secured			
19. Timeclock for Recirculating Pump			
20. Low Volume Shower Heads			
21. Repair Leaks in Water Pipes			
22. Install low-Flow Toilets			
Lighting Measures			
23. Reduce Interior Lighting Load			
24. Reduce Exterior Lighting Load			
25. Exterior Lighting Controls			
Refrigeration Equipment Measures			
26. Clean and Tune Refrigeration Equipment			
27. Thermal Doors and Curtains			
Motor-Driven Equipment Measures			
28. Repair Air/Water line leaks			
Swimming Pool/Spa Measures			
29. Swimming Pool/Spa Covers			
30. Timeclock Controls for Recirc. Pump			
31. Clean and Tune Heaters			
Building Envelope Measures			
32. Ceiling Insulation			
Total number of checked measures			

Title Transfers Only: When measures are completed, call for a CECO Inspection at 981-7440.

Remodeling Projects: Inspections should occur as regular inspections take place.

All CECO measures must be in place for a Certificate of Completion.

This form cannot be filed with the City of Berkeley; you must obtain an original Form 2 from the City Building Department, 2118 Milvia St., Berkeley.