

ENERGY GAUGE USA – 2.8.05

ENERGY STAR® V2.5 PROCESS FOR 46 STATES

(Excludes California, Hawaii, Oregon, Washington)

1. PREREQUISITES

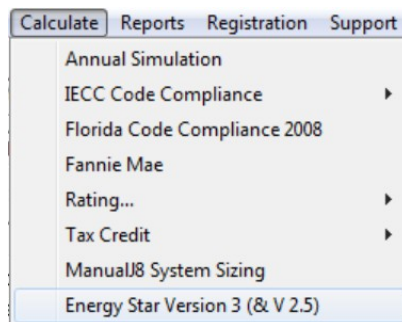
- a. Energy Rater must be an ENERGY STAR Partner.
- b. Builder must be an ENERGY STAR Partner.

2. INPUT HOME INTO ENERGYGAUGE USA

Input home into Energy Gauge USA as New (From Plans) based on plans.

3. PERFORM ENERGY STAR CALCULATION

- a. Select Calculate->ENERGY STAR Version 3 (& V 2.5) to calculate the HERS Index and verify the HERS Index is equal to or less than the ENERGY STAR Index Target.



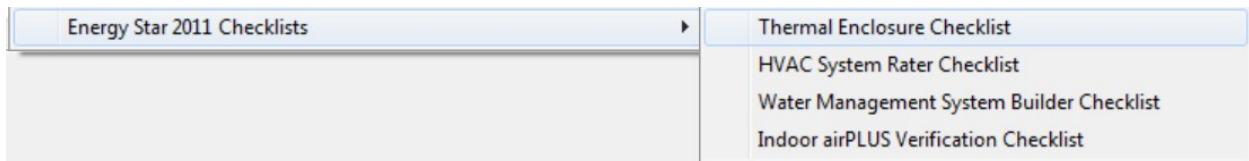
4. COMMUNICATE WITH BUILDER AND MAKE MODIFICATIONS TO BUILDING AS NECESSARY TO PASS

- a. Communicate with builder about results.
- b. If building passes the ENERGY STAR Version 3 (& V 2.5) calculation, proceed to step 5.
- c. Otherwise, discuss options with builder.

- d. Document changes agreed to by builder.
- e. Input changes into EnergyGauge USA.
- f. Go back to the previous step and perform the ENERGY STAR Version 3 (& V 2.5) calculation.

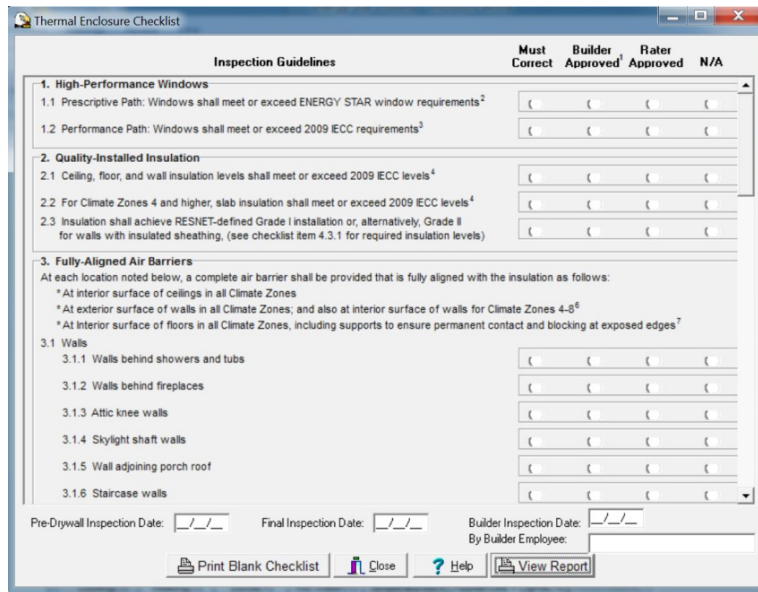
5. PRINT ALL CHECKLISTS

- a. Each checklist below is an option under the Report menu. With the exception of the HVAC System Quality Installation Contractor Checklist which must be downloaded from the ENERGY STAR web site.



6. THERMAL ENCLOSURE CHECKLIST

- a. Thermal Enclosure Checklist to be completed on-site by the rater with builder input.
- b. The rater has the capability to print the blank form in EG USA by selecting the Print Blank Checklist button on the bottom of the Checklist screen.

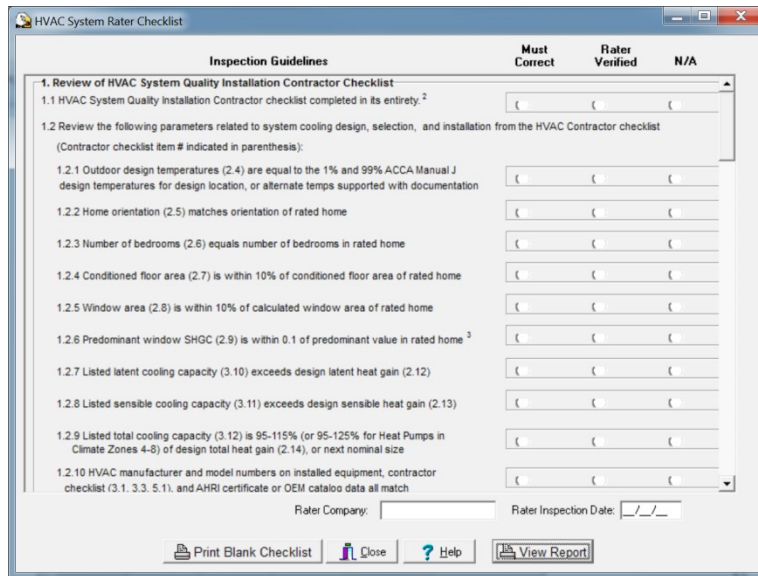


7. HVAC SYSTEM QUALITY INSTALLATION CONTRACTOR CHECKLIST

- a. Provide blank HVAC System Quality Installation Contractor Checklist to be completed by HVAC Contractor. This checklist is to be maintained by the rater as required by ENERGY STAR however it is not input into Energy Gauge USA software.
- b. The rater does not have the capability to print the blank form in EG USA.
- c. Print the HVAC checklist form from the energystar.gov website and make copies as necessary of the HVAC checklist.
http://www.energystar.gov/ia/partners/bldrs_lenders_raters/downloads/InspectionChecklists.pdf

8. HVAC SYSTEM QUALITY INSTALLATION RATER CHECKLIST

- a. HVAC System Quality Installation Rater Checklist to be completed on site by rater.
- b. The rater has the capability to print the blank form in EG USA by selecting the Print Blank Checklist button on the bottom of the Checklist screen.



9. WATER MANAGEMENT SYSTEM BUILDER CHECKLIST

- a. Provide blank Water Management System Builder Checklist to be completed by builder.

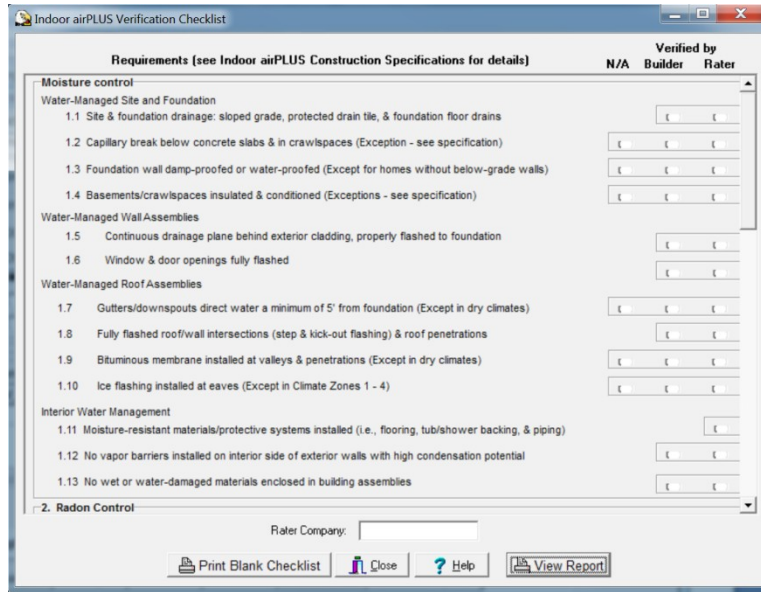
- b. The rater has the capability to print the blank form in EG USA by selecting the Print Blank Checklist button on the bottom of the Checklist screen.

Inspection Guidelines	Must Correct	Builder Verified	N/A
1. Water-Managed Site and Foundation			
1.1 Patio slabs, walks, and driveways sloped ≥ 0.25 in. per ft. away from home to edge of surface or 10 ft., whichever is less. ⁴	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.2 Final grade is, or is scheduled by builder to be, sloped ≥ 0.5 in. per ft. away from home for ≥ 10 ft. and back-fill tamped to prevent settling ⁴	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.3 Capillary break beneath all concrete slabs using either: ⁵			
1.3.1 4 in. bed of $> \text{ or } = 0.5$ in. clean aggregate covered with ≥ 6 mil polyethylene sheeting lapped 6-12 in. or $\geq 1"$ extruded polystyrene insulation with taped joints, in direct contact with concrete slab above, OR,	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.3.2 4 in. uniform layer of sand overlaid with geotextile drainage matting and covered with sheeting or $\geq 1"$ extruded polystyrene insulation with taped joints	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.4 Capillary break for all crawlspace floors using either: ⁵			
1.4.1 Concrete slab over ≥ 6 mil polyethylene sheeting, lapped 6-12 in., OR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.4.2 ≥ 6 mil polyethylene sheeting, lapped 6-12 in. and attached to bottom of walls and piers with furring strips or equivalent.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.5 Exterior surface of below-grade walls finished as follows:			
- For poured concrete, concrete masonry, and insulated concrete forms, finish with damp-proofing coating	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
- For wood framed walls, finish with polyethylene and adhesive or other equivalent waterproofing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.6 Permeability of materials used on interior surface of below-grade exterior walls >0.1 . ⁶	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.7 Sump pump covers mechanically attached with full gasket seal or equivalent	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.8 Drain tile surrounded with clean gravel and fabric filter ⁷	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

By Builder Employee: _____

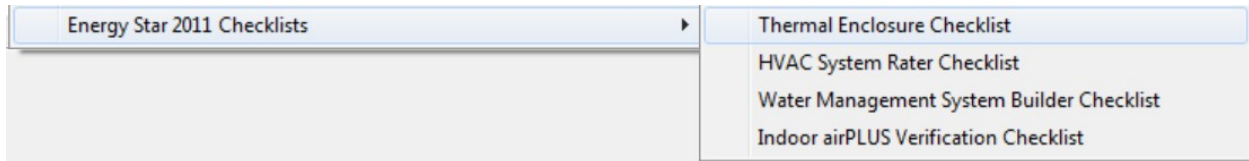
10. INDOOR AIRPLUS VERIFICATION CHECKLIST

- a. Complete the Indoor airPLUS Verification Checklist. It can be completed by either the rater and/or builder **as an alternative to the Water Management System Builder Checklist.**
- b. The rater has the capability to print the blank form in EG USA by selecting the Print Blank Checklist button on the bottom of the Checklist screen.
- c. The checklist is also available at http://www.epa.gov/indoorairplus/pdfs/verification_checklist.pdf



11. COMPLETE ALL CHECKLISTS IN ENERGYGAUGE USA

- a. Complete all checklists with results from the on-site audit. The checklists are options under the Report menu.



- b. Complete the Thermal Enclosure Checklist.
- c. Complete the HVAC System Quality Installation Rater Checklist.
- d. Complete the Water Management System Checklist or the Indoor airPLUS Verification Checklist.

12. PERFORM ON-SITE AUDIT, BLOWER DOOR AND DUCT LEAKAGE TEST

- a. Perform on-site energy rating.
- b. Perform blower door and duct leakage testing.

13. INPUT HOME INTO ENERGYGAUGE USA

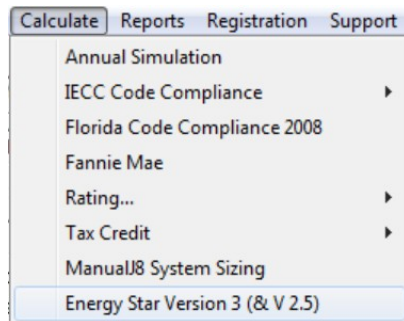
- a. Modify home in Energy Gauge USA as New (Confirmed) based on results of on-site audit.

14. REVIEW ON-SITE AUDIT DOCUMENTS AND CHECKLISTS

- a. Review each checklist to ensure all ENERGY STAR v2.5 requirements are satisfied.
- b. A maximum of 6 selections in sections 3 and 5 of the Thermal Enclosure Checklist can be verified by the builder under ENERGY STAR v2.5.

15. PERFORM ENERGY STAR CALCULATION

- a. Select Calculate->ENERGY STAR Version 3 (& V 2.5) to calculate the HERS Index and verify the HERS Index is equal to or less than the ENERGY STAR Index Target.



16. CREATE RGU FILE

- a. Select Registration->Create Registration File.
- b. Select I am marketing this home as ENERGY STAR.
- c. Select Low-income if appropriate.
 - i. Select Yes to confirm the message or no and deselect the checkbox.
- d. Select Permit date range.
- e. Select Completion Date range.
- f. Select Builder radio button.
- g. Enter Builder information.

- h. Enter HVAC Company Name.
- i. Select any Optional Reports that apply.
- j. Select OK.
- k. Save RGU file.

17. UPLOAD RGU FILE

- a. Select Registration->Upload Registration File.
- b. Enter Email address.
- c. Enter Password.
- d. Select Sign In.
- e. Select Register a Home.
- f. Select Browse.
- g. Navigate to RGU directory.
- h. Select the RGU File to be uploaded.
- i. Select Open.
- j. Select Review Files.
- k. Select Submit Files.
- l. Select Close.

18. DOWNLOAD REPORTS

- a. Login.
- b. Select Download Reports corresponding to the appropriate rating.
- c. Select Download for each report and save to a local directory.