

# Energy Audit Inspection Checklist

<b>Performed by:</b>	
<b>Facility:</b>	
<b>Date:</b>	
<b>Time in:</b>	
<b>Time out:</b>	

<b>Unoccupied</b>	<b>Points Possible</b>	<b>Points scored</b>	<b>Exceptions</b>
HVAC system off	30		
Lighting controls effective	20		
Custodial conservation	20		
Electronics off	15		
Irrigation dates and times	15		
<b>Totals</b>	<b>100</b>	<b>0</b>	
<b>Score for Unoccupied Inspection</b>	<b>0%</b>		
<b>Grade for Unoccupied Inspection</b>	<b>F</b>		
<b>Comments</b>			

<b>Occupied</b>	<b>Points Possible</b>	<b>Points scored</b>	<b>Exceptions</b>
Temperature (68 - 72 H) (74-78 C)	25		
Energy Action Team / Patrol Active	20		
Lighting levels occupied (use options)	15		
Lights off unoccupied	10		
Doors / windows closed	10		
Thermostats / grills unobstructed	5		
Filters	5		
Appliances consolidated	5		
Water use / waste	5		
<b>Totals</b>	<b>100</b>	<b>0</b>	
<b>Score for Occupied Inspection</b>	<b>0%</b>		
<b>Grade for Occupied Inspection</b>	<b>F</b>		
<b>Comments</b>			

<b>Overall Audit Score</b>	<b>0%</b>
<b>Overall Audit Grade</b>	<b>F</b>