

**COMMISSIONING COMPLIANCE CHECKLIST** (adapted from the 2024 IECC)

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Commissioning Provider (CxP): \_\_\_\_\_

Company/CxP Address: \_\_\_\_\_

ITEM	COMMISSIONING DOCUMENTATION	APPROVAL
<b>1.</b>	<b>Project Commissioning Requirements</b>	
	Project commissioning requirements included in project contract documents.	
<b>2.</b>	<b>Commissioning Plan</b>	
	Commissioning Plan with checklists (before start of functional testing) completed. (Section C408.2.1)	
<b>3.</b>	<b>Commissioning Plan Utilized</b>	
	Commissioning Plan was used during construction and includes items required in Section 408.2.1	
<b>4.</b>	<b>Systems Adjusting and Balancing</b>	
	Systems Adjusting and Balancing completed with report reviewed by CxP	
<b>5.</b>	<b>HVAC Equipment</b>	
	HVAC Equipment Functional and Performance Testing has been executed. If applicable, deferred and follow up testing is scheduled to be completed on	
<b>6.</b>	<b>HVAC Controls</b>	
	HVAC Controls Functional and Performance Testing has been executed. If applicable, deferred and follow up testing is scheduled to be completed on	
<b>7.</b>	<b>Economizers</b>	
	Economizer Functional and Performance Testing has been executed. If applicable, deferred and follow up testing is scheduled to be completed on	
<b>8.</b>	<b>Lighting Controls</b>	
	Lighting Controls Functional and Performance Testing has been executed (Section 408.3.1). If applicable, deferred and follow up testing is scheduled to be completed on	
<b>9.</b>	<b>Service Water Heating</b>	
	Service Water Heating Functional Testing has been executed. If applicable, deferred and follow up testing is scheduled to be completed on	
<b>10.</b>	<b>Systems Manual</b>	
	Project documentation, and Systems and O&M Manual, and training completed or scheduled.	
<b>11.</b>	<b>Commissioning Report</b>	
	Preliminary Commissioning Report submitted to Owner and includes all items required in C408.2.4	

**Owner/Owner's Representative Acknowledgement**

I hereby certify that the commissioning provider has provided me with evidence of mechanical, service water heating and lighting systems commissioning in accordance with the 2024 IECC.

Name/Company: \_\_\_\_\_

 Owner  Owner's Representative 

Signature: \_\_\_\_\_ Date: \_\_\_\_\_