Energy Audit Inspection Report

Date report issued: Name of Company audited Address of Company audited

Name of person carrying out the energy audit Name of company carrying out the energy audit Address of company carrying out the energy audit Contact details of company carrying out the energy audit

Name of Assessor	Assessor Signature	Date of Inspection

{ACCREDITED ENERGY ASSESSOR COMPANY LOGO}

Packaged Cooling System Inspection Report

Client	Address	Name of Inspector	Date of Inspection	System Type (i.e. VRF, SPU)

Equipment Inspected

Unit Type	Manufacturer's Name	Model	Serial Number	Rated Cooling Capacity (kW)	Location	Area Served

Inspection of Indoor and Outdoor Units

Usage	/ Metering
Coupe	

Outdoor Units	
Signs of Leakage to Outdoor Units	
Obstructions to Outdoor Units Airflow	
Obstructions to Indoor Units Airflow	
Indoor Units: Grills / Filters	

Inspection of System Controls

Zoning

Control Time Settings	
Control Periods	
Control Sensors	
Temperature Settings	
Equipment Age and Method of Capacity Control	

Inspection of Documentation and Records

Equipment List	
Temperature Control	
Time Control	
Maintenance Log	
Manufacturer's Catalogue	
Metering	
Ventilation System Schematics	
Design Loads	

Plant Information

Plant Location(s)	
Plant size in relation to cooling load	

Observations and Recommendations

Observations

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