



How-to Guide: *TR-8 Inspections Reporting*

In Compliance with
New York City Energy Conservation Code,
1 RCNY 5000-01 Progress Inspections
& 1 RCNY 101-07 Administration

- GENERAL
- BUILDING ENVELOPE
- MECHANICAL SYSTEMS
- LIGHTING & ELECTRICAL POWER
- OTHER REQUIREMENTS

For the purposes of this guide, the word “document” shall mean to describe, and photograph observed conditions.
Design requirements related to inspections below may be referenced in [How-to Guide: Supporting Documentation](#)

NOTE: In this *How-To Guide: Supporting Documentation*, selected Energy Code provisions have been generalized, summarized, rephrased, and/or highlighted. This guide is intended: 1) To provide general guidance for the job applications seeking compliance with the 2020 NYCECC; 2) Not to replace or represent the entire 2020 NYCECC and related regulations of the City of New York and the Department of Buildings; and 3) Not to provide complete compliance solutions for any particular type of job or work. Comprehensive mandates, applicability, exemptions, exceptions and options will be found in the 2020 NYCECC and related regulations of the City of New York and the Department of Buildings

MAINTENANCE INFORMATION - ID1, IID1

<p>▪ Inspection / Test Required</p>	
<ul style="list-style-type: none"> - IID1, IID1 Maintenance information: Maintenance manuals for equipment and systems requiring preventive maintenance must be reviewed for applicability to installed equipment and systems before such manuals are provided to the owner. Labels required for such equipment or systems must be inspected for accuracy and completeness - Inspector shall verify that all documentation is made available to Owner prior to issuance of Certificate of Occupancy. 	<p><i>R303.1 C408.1.1, C408.2.5.2, C408.3.2; ASHRAE 90.1 – 4.2, ,6.7,8.7, 9.7. 9.4.3.2.2</i></p>
<p>▪ Observations, Comments & Description</p>	
<ul style="list-style-type: none"> - Verify that equipment labels are intact on referenced equipment and all related documentation is legible. - Product manuals or installers' instructions for preventative maintenance shall be organized and located for delivery to Owner. 	
<p>▪ Photographic Documentation</p>	
<ul style="list-style-type: none"> - Verify that equipment labels match final approved specifications and document as necessary. - Where documentation is missing, verify that sufficient substitute documentation is available to Owner. - Provide photograph of reference details or manufacturers specifications, as applicable. 	
<p>▪ Remarks & Remedy</p>	
<ul style="list-style-type: none"> - Remarks and Remedy shall include the disposition of each Inspection: Conformance per plans, Work in progress, Pending re-inspection, Non-compliant built conditions identified, Conflict with drawings identified, etc. - Inspector may provide recommendations and remedial actions to be verified, as applicable. 	

PERMANENT CERTIFICATE - ID2

■ Inspection Required (to meet Mandatory Requirements)

- **ID2 Permanent certificate:** The installed permanent certificate must be visually inspected for location, completeness and accuracy.
- Inspector shall document installation of certificate in location specified per Approved documents.
- Inspector shall verify that all compliance values align with values indicated on Approved construction documents.

R401.3,
1RCNY 5000-
01(g)(4),

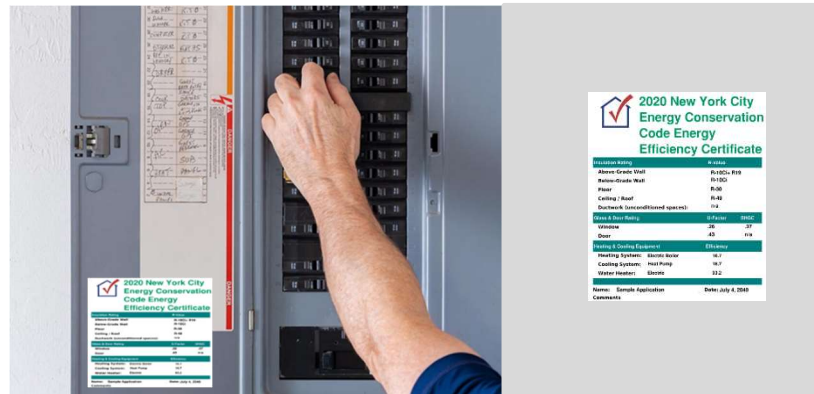
■ Observations, Comments & Description

- Verify correct location and completeness per approved design documents.

■ Photographic Documentation

- Verify as-built conditions match specifications in construction drawings.
- Provide photograph of Certificate in location per approved drawings, as applicable.
- Where Certificate is missing or incorrect, Inspector shall document deviation and may recommend remedy.

 2020 New York City Energy Conservation Code Energy Efficiency Certificate		
Insulation Rating	R-Value	
Above-Grade Wall	R-10Ci+ R19	
Below-Grade Wall	R-10Ci	
Floor	R-30	
Ceiling / Roof	R-49	
Ductwork (unconditioned spaces):	n/a	
Glass & Door Rating	U-Factor	SHGC
Window	.26	.37
Door	.43	n/a
Heating & Cooling Equipment Efficiency		
Heating System:	Electric Boiler	16.7
Cooling System:	Heat Pump	16.7
Water Heater:	Electric	93.2
Name: Sample Application		Date: July 4, 2049
Comments:		



Certificate must indicate all compliant values to match as-built conditions & approved drawings

Certificate may be located on interior of electrical panel or on wall adjacent to heating unit at eye level. Verify accuracy & completeness.

■ Remarks & Remedy

- Remarks and Remedy shall include the disposition of each Inspection: *Conformance per plans, Work in progress, Pending re-inspection, Non-compliant built conditions identified, Conflict with drawings identified, etc.*
- Inspector may provide recommendations and remedial actions to be verified, as applicable.

ELECTRIC VEHICLE SERVICE EQUIPMENT - ID3

■ Inspection / Test Required (to meet Mandatory Requirements)	
<ul style="list-style-type: none"> - ID3 Electric vehicle service equipment requirements: Electric vehicle outlet or conduit and electrical service reserved space must be visually inspected to verify compliance. Location must be noted on the permanent certificate. 	R404.3
■ Observations, Comments & Description	
<ul style="list-style-type: none"> - Verify that electric vehicle charger is installed and operable <u>or</u> - Verify that designated panel space is reserved, conduit is provided to service location per plans and junction box is installed for future connection at location in compliance per design documents. 	
■ Photographic Documentation	
<ul style="list-style-type: none"> - Verify as-built conditions match specifications in construction drawings. - Provide photograph of charger or panel space/distribution box., as applicable. - Where unit is not installed correctly, Inspector shall document deviation at each location and may recommend remedy. <div data-bbox="165 802 606 1205" data-label="Image"> </div> <p>If charger is installed, verify operation and document compliance</p> <div data-bbox="718 808 1148 1205" data-label="Image"> </div> <p>Panel capacity must be noted with breaker (blue) or designated space (red) for EVC</p> <div data-bbox="1272 808 1692 1205" data-label="Image"> </div> <p>Junction box must be located per plans with service wire or drag line provided.</p>	
■ Remarks & Remedy	
<ul style="list-style-type: none"> - Remarks and Remedy shall include the disposition of each Inspection: Conformance per plans, Work in progress, Pending re-inspection, Non-compliant built conditions identified, Conflict with drawings identified, etc. 	