



# Quality Control Inspection Worksheet for ENERGY STAR Qualified Manufactured Homes



Complete all applicable items and return to: **Systems Building Research Alliance**  
 By fax: (212) 496-5389  
 By mail: 2109 Broadway, Suite 200, New York, NY 10023

**1. CONTACT INFORMATION**

**a) Certifier primary contact**

Company \_\_\_\_\_ Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone \_\_\_\_\_ Email \_\_\_\_\_

**b) Certifier field tester (if different from primary contact)**

Company \_\_\_\_\_ Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone \_\_\_\_\_ Email \_\_\_\_\_

**c) Manufacturer**

Corporate Parent \_\_\_\_\_  
 Plant Name \_\_\_\_\_  
 Plant City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**d) Retailer**

Company \_\_\_\_\_ Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax \_\_\_\_\_

**e) Installer**

Company \_\_\_\_\_ Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax \_\_\_\_\_

**f) Homeowner**

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone \_\_\_\_\_

**2. HOME**

- a) No. of floor sections \_\_\_\_\_ b) ENERGY STAR package number\* (from Information Manager) \_\_\_\_\_ c) Home serial no. \_\_\_\_\_  
 d) Square footage \_\_\_\_\_ e) ENERGY STAR climate region \_\_\_\_\_ f) Date manufactured \_\_\_\_\_

\* Based on the ENERGY STAR package number, insert the appropriate values into the blanks in questions 5, 8, 9 and 11

**VERIFICATION OF ENERGY STAR DOCUMENTATION**

**3. DAPIA PACKAGE (must be checked)**

Check if complies

- a) The thermal design specifications listed on this home's DAPIA package meet the ENERGY STAR package minimum requirements for overall U-value and window solar heat gain coefficient.....

**FIELD TESTS**

Tests are to be conducted on the home on an as is basis. Responses to items 4 through 12 should reflect the home without any modifications or repairs.

**4. ENERGY STAR LABELS (all three boxes must be checked)**

Check if complies

- a) EPA ENERGY STAR label affixed to home .....   
 b) Climate region listed on ENERGY STAR label corresponds to home location .....   
 c) SBRA Quality Assurance (QA) label is affixed to home and signed.....

From QA label: Name of field rep \_\_\_\_\_ Signature date \_\_\_\_\_

Check if complies

5. EQUIPMENT (must be completed for all equipment present).....

**Equipment**

	<u>Required</u>	<u>Actual</u>
Electric furnace	EF =	
Gas/oil furnace	AFUE =	
Heat pump heating	HSPF =	
Heat pump cooling	SEER =	
Air conditioner	SEER =	
Water heater	EF =	
Water heater insulation wrap	R-value =	

6. ADDITIONAL COOLING EQUIPMENT INFORMATION

	Manufacturer	Model	Capacity (in tons)
Heat pump			
Air conditioner			

7. CONTROLS (boxes must be checked if applicable)

Check if complies

- a) Programmable thermostat present (if required by ENERGY STAR package) .....
- b) Zone controls present (if required by ENERGY STAR package).....

8. SETUP (all applicable boxes must be checked)

- a) Exterior duct R-value is a minimum of R-\_\_\_\_\_ (see package requirements). Actual: R-\_\_\_\_\_ .....
- b) Crossover collar secured to the trunk with at least three screws and cannot rotate or move.....
- c) Duct secured to the collar with at least three screws and cannot rotate or move .....
- d) The crossover duct is properly cut to length, runs straight and is supported off the ground with nylon or metal straps/saddles. ....
- e) Bottom board penetrations are sealed with durable and permanent patch to prevent air leakage. ....
- f) Exterior duct insulation is pushed into the floor cavity and sealed with tape or foam sealant at all bottom board penetrations.....

9. BASEMENT (one box must be checked)

- a) This home does NOT have a basement with access directly from the home. ....
  - b) This home has a basement with access directly from the home and one of the following is true: ..... 
    - This home has an UNHEATED BASEMENT. All interior stairwells from the heated space into the basement are constructed in the same manner as an exterior wall with full insulation and a weather-stripped, insulated exterior door.
- OR**
- This home has a HEATED BASEMENT. The basement wall insulation level is a minimum of: R-\_\_\_\_\_ (see package requirements). Actual: R-\_\_\_\_\_

10. HOUSE TIGHTNESS

- a) ACH50 must be 7.0 or less. Measured: \_\_\_\_\_ .....

11. DUCT TIGHTNESS

- a) Duct leakage to outside at 25 pascals. Required: \_\_\_\_\_ Measured: \_\_\_\_\_ .....

12. DISCREPANCIES

- a) PASSES: No discrepancies were identified.....
- b) FAILS: Discrepancies are described on the following sheet. ....

Signature of Certifier field tester: \_\_\_\_\_ Date of test: \_\_\_\_\_

**DESCRIPTION OF PROBLEMS/DISCREPANCIES AND REMEDIATION ACTIONS**

<b>Item number:</b> _____	<b>Discrepancy</b>	_____ _____ _____ _____ _____
	<b>Remediation</b>	_____ _____ _____ _____ _____ _____

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