1

Ventilation Checklist 1—Forced Air Systems Sentence 9.32.3.4(6)

Use this Checklist where forced air heating system ducts intake and distribute ventilation air.

			0						
Civic Address	1					Per	mit No.		
Climate Zone	te Zone: Number of Bedrooms				(A) A bedroom is a room window (minimum di			imensions apply), a	
То	tal Floor	area of con	ditioned space	ft ²	(B)	closet and a clo	sing interi	or door.	
	Total Into	erior Volun	ne of Dwelling	ft ³		Total volume	includes a	ll heated interior	
.5 ACH (air c	hanges/h	r) = Volum	$e \times 0.5 \div 60 =$	cfm	(C)	Exhaust appliant .5 ACH may re			
1. Principal V	entilation	n System E	xhaust Fan Mi	nimum Air-f	low R	ate			
Use the bedro	om count	from Box (A	A) and Total squ	are footage from	m Box	(B) above an	d Table 9	9.32.3.5. to	
	um Requ	iired Prini	cpal Exhaust S	ystem Capac	eity		cfm	(D)	
2. Principal S	ystem Fa	n Choice	•						
a) Exhaust Fa	an contin	uous runn	ing Make	M	[odel_		Sor	ne Rating	
				Capacit	t y		-		
Location:				at 0.2 E		cfm	(E) Mi	ist be \geq than Box (D)	
				If CEV, o	capacit	y @0.4ESP			
3. Fan Duct Si		•	Length and Table 9.32.3	2 9 (2) [Saa nata	at batt	tam of many for	lamaan fa	n duat aiginal	
								0 -	
a) Length of d			hood 30ft + num				-	nvalent Length	
			uivalent Length		le 9.32	.3.8(3) =			
b) Fan Duct si	ze:	_inches Ø	Duct type:R	igidFlex					
-			om Exhaust Fa		low if	Principal Ex	thaust F	an meets all or	
	Required		EX	HAUST EQUIP	MENT	1			
	EXHAUST RATE		Spot Exhaust	Kitchen & Bath	WALL	/CEILING FAI	NS	Ex.Fan/CEV	
	KAIE	Eon Mol	ra & Madal					Principal	

	REQUIRED	F	XHAUST	EQUII	PMENT	ı			
	EXHAUST RATE	Spot Exhau	ıst Kitcher	& Bath	WALL	/CEILING	FAN	S	Ex.Fan/CEV
ROOM	Table	Fan Make & Model	CFM			per Table 9			Principal
10000	9.32.3.6		@ 0.2 ESP Manf. Rated	Duct Di	flex	Max. Equiv. Length per table		lled Equiv. Length	System CFM
						table			

^{*} For fan capacities **exceeding** 175cfm in Table 9.32.3.8(3), follow manufacturer's installation instructions or use good engineering practice to size duct. See *Ventilation Guidelines* Appendix page 16-A

TOTAL
(must =
Box E)

Checklist 1, pg1of2

unless a flow control device is used. Dub) Duct Size for Fresh Air intake to RA: 4" Ø minimum for Rigid Duct. Must be in	e cabinet must be 15 ft maximum and 10 ft minimum act length confirmed at feet. insulated & vapour barriered for full length confirmed.
5"Ø minimum for insulated, vapour barr	
	ply air to every bedroom and any level without a
bedroom confirmed.	od of ventilating
	od of venthating
MAKE-UP AIR Requirements	
Yes, Proceed to Step 2	or radon present in dwelling unit? Sentence 9.32.4.1 No, Omit Steps 2 & 3
2. Exhaust Appliance present which exceeds	Box C 0.5 ACH:
Yes, Proceed to Step 3 Yes, Commi	
Depressuriz	ration Test (See CAUTION, TECA Vent Manual pg 24)
3. Use Active Make-up Air for Exhaust Applian	
	Exhaust Appliance Actual Installed Cfm
	Make-up Air Fan Cfm
Duct diameterinches	Fan ducted to pied Area first (not directly to room containing the appliance).
i) Tempering Required per 9.32.4.1.(4)(a):	be tempered to at least 34°F (1°C) before entering unoccupied area.
ii) Transfer Grill Required: Size 1 sq in of gross	area per 2 cfm):
	Location
describe how make-up air will be further temper	.(4)(b) before transfer to occupied area: Show calculation and red to at least 54°F (12°C).
how make-up air will be tempered to at least 54	cupied Area: Tempering Required. Show calculation and describe °F (12°C).
Installer Certification:	Date
I hereby certify that the design and installation of the ven Section 9.32 Amendment.	atilation system complies with the 2012 B.C. Building Code, 2014 2014 TECA Ventilation Certification Stamp
Print Name	
Signature	
Company	
Phone	

2

Ventilation Checklist 2—HRV Systems Sentence 9.32.3.4 (3) & (4)

Use this checklist when a centrally ducted HRV (heat recovery ventilator) is used alone or in combination with a Forced Air furnace to meet principal ventilation system requirements.

Civic Address		Permit No					
Climate Zone: Number of Bedrooms	(A)	A bedroom is a room with an openable window (minimum dimensions apply), a					
Total Floor area of conditioned space	ft ² (B)	closet and a closing interior door.					
Total Interior Volume of Dwelling	ft^3	Total volume includes all heated interior spaces					
.5 ACH (air changes/hr) = Volume x $0.5 \div 60 =$	cfm (C)	Exhaust appliances exceeding .5 ACH may require make-up air.					
1. Use the bedroom count (Box A above) and total square footage (Box B above) to determine the minimum principal Air Flow rate required by Table 9.32.3.5							
Minir	num Required Ra	te cfm (D)					
2. HRV Make N	Todel						
3. HRV Capacity: CFM @ 0.4 ESP. Box E must meet Box D requirement.							
4. List Exhaust Grilles Locations: 1 minimum @ 6ft or higher from floor of uppermost level.							

5. Required Kitchen and Bathroom Exhaust

If HRV used to meet all or part of Kitchen/Bathroom spot exhuast requirements list below.

	Required	I	EXHAUST EQUIPMENT					
	EXHAUST RATE	Spot Exha	Spot Exhaust Kitchen & Bath WALL/CEILING FANS					HRV
ROOM	Table	Fan Make & Model	CFM @ 0.2 ESP				9.32.3.8.(3)	Principal
110 0111	9.32.3.6		Manf. Rated	Duct D rigid	ia (in Ø) flex	Max. Equiv. Length per table	Installed Equiv. Length	System CFM
·								
							TOTAL	

* For fan capacities **exceeding** 175cfm in Table 9.32.3.8(3), follow manufacturer's installation instructions or use good engineering practice to size duct. See *Ventilation Guidelines* Appendix page 16-A

Checklist 2, pg1of2

(must = Box E)

A) Supply Air from HRV directions Furnace Fan continuous operate bedroom and any level without B) Supply Air from HRV distant bedroom and to a heated crawled to a heated crawled to a heated crawled to the supplementary of the supplementary	ect connect to Returnation: yes and Force to a bedroom: yes attrubuted independent	n Air of a Force ed Air system d and heated craw atly to every because	ucted to supply air to every lsapce: yes
MAKE-UP AIR Requirements			
1. NAFFVA (Naturally Aspirated Fuel Fire Yes, Proceed to Step 2	d Vented Appliance) or rad e	on present in d	welling unit? Sentence 9.32.4.1 ☐ No, Omit Steps 2 & 3
 2. Exhaust Appliance present w Yes, Proceed to Step 3 3. Use Active Make-up Air for Exhaust Appliance present w 	Yes, Commit to Depressurization		o such appliance. Omit Step 3 N, TECA Vent Manual pg 24)
——————————————————————————————————————	= =	xhaust Applianc	e Actual Installed Cfm
		N	e Actual Installed Cfm Make-up Air Fan Cfm
Duct diameterinche			
ii) Transfer Grill Required: Size	e 1 sq in of gross area per sq. in. Louired per 9.32.4.1.(4)(b) b	2 cfm): ocation pefore transfer to o	PF (1°C) before entering unoccupied area. occupied area: Show calculation and
how make-up air will be tempe	ered to at least 54°F (12°C	C).	Required. Show calculation and describe
Installer Certification: I hereby certify that the design and install Section 9.32 Amendment.	allation of the ventilation	Da system complies w	teith the 2012 B.C. Building Code, 2014 Ventilation Certification Stamp
Print Name			
Signature			
Company			
Phone			

3

Ventilation Checklist 3—Distributed CRV Systems Sentence 9.32.3.4(5)

Use this Checklist when a ducted Central Recirculating Ventilator (CRV) is used to meet the fresh air intake and distribution requirements and a Principal Exhaust fan meets the exhaust requirements.

		1	1		1	
Civic Address_					Permit No.	
Climate Zone:		Number of Bedrooms		(A)	A bedroom is a room w window (minimum dimen	nsions apply), a
Tot	al Floor	area of conditioned space	ft^2	(B)	closet and a closing interio	r door.
,	Total Inte	erior Volume of Dwelling	ft ³		Total volume includes all spaces	l heated interior
.5 ACH (air cl	nanges/h	$r) = Volume x 0.5 \div 60 = $	cfm	(C)	Exhaust appliances exceed .5 ACH may require make	_
1. Princinal Ve	ntilation	System Exhaust Fan Mi	nimum Air-f	low R	Pate	
Use the bedroodetermine	om count	from Box (A) and Total squa	re footage from	m Box	(B) above and Table 9	.32.3.5. to D)
TVIIIIIII	ını Keqt	ined I innepai Exhaust S	ystem Capac	ııy	CIIII	D)
2. Principal Sy	stem Fa	n Choice				
a) Exhaust Fa	n contin	uous running Make	M	[ode]	Son	e Rating
,			Capacit	_		
Landing			-	•	of the (E) M (I) S	1 D (D)
Location:		Must be \geq than Box (D)	at 0.2 E		$cfm (E) Must be \ge t$	nan Box (D)
		what we \geq than box (D)	If CEV, o	capacı	ty @0.4ESP	
3. Fan Duct Siz	ze and E	quivalent Length				
Use actual fan	cfm in B	ox(E) above and Table 9.32.3	.8 (3) [See note	at bot	tom of page for larger fan	duct sizing].
a) Length of di	ict f	t + Exterior hood 30ft + numl	per of 90° elbo	ws	X 10 ft = Equi	ivalent Length
u) zongur er ut		Iaximum Equivalent Length a			-	
b) Fan Duct siz		_inches Ø Duct type:Sm				
		nd Bathroom Exhaust Far		low if	Principal Exhaust Fa	in meets all or
		m spot Exhaust requiremen				
	REQUIRED	EXH	IAUST EQUIP	MENT		
	EXHAUST	Spot Exhaust I	Kitchen & Bath	WALL	/CEILING FANS	Ex.Fan/CEV

Part of Hitterne	праннос	m spot Emidast requirer	iieiito.					
	REQUIRED	EXHAUST EQUIPMENT						
	EXHAUST RATE	Spot Exha	Spot Exhaust Kitchen & Bath WALL/CEILING FANS Ex					
ROOM	Table	Fan Make & Model	CFM				9.32.3.8.(3)	Principal
1100111	9.32.3.6		@ 0.2 ESP Manf. Rated	Duct D rigid	flex	Max. Equiv. Length per table	Installed Equiv. Length	System CFM

^{*} For fan capacities **exceeding** 175cfm in Table 9.32.3.8(3), follow manufacturer's installation instructions or use good engineering practice to size duct. See *Ventilation Guidelines* Appendix page 16-A

TOTAL		
(must =		
Box E)		
Ch	politict 3	nglof

5. CRV Rec	irculation and	Fresh Air Intako	Capacity @	
Make		Model	0.4 ESP	cfm (F)
	minimum 2 ti	mes Box D cfm for		sign temperature. Confirmed
Duct Size for			_	, or 5", flex duct
		ion (Choose optic		, or 5 , nex duct
		ns and Supply air		
				of each bedroom return grille
2120 10 0001	on or suppry 81			or every course and recovery grant
b) Draw ai	ir from commo	n area and Supply	air to bedrooms.	
List location	on of return gri	lle	and location of	of each bedroom supply grille
7. If Heated	Crawlspace p	resent, state met	hod of ventilating	
	AIR Requiren			
				velling unit? Sentence 9.32.4.1
	roceed to Step			□ No, Omit Steps 2 & 3
			ls Box C 0.5 ACH:	
☐ Yes, Pr	oceed to Step			such appliance. Omit Step 3
		-	ization Test (See CAUTION,	TECA Vent Manual pg 24)
		for Exhaust Appl		
Make-up A	Air Fan require	d: M- 1-1	Exhaust Appliance	Actual Installed Cfm
			Ma	ake-up Air Fan Cfm
	ameter		D 1 . 1.	
			Fan ducted to	
	_	nvered to an Unoc l per 9.32.4.1.(4)(a):	cupled Area IIrst (not directly	y to room containing the appliance).
			vill be tempered to at least 34°F	(1°C) before entering unoccupied area.
			1	8
ii) Trans	sfer Grill Require	ed: Size 1 sq in of gro	oss area per 2 cfm):	
Transf	fer grill size	sq. in.	Location	
				ecupied area: Show calculation and
descri	be how make-up a	iir will be further tem	pered to at least 54°F (12°C).	
				Lequired. Show calculation and describe
how m	nake-up air will be	e tempered to at least	54°F (12°C).	
Installer Ce		1: . 11 .:	Date	
Section 9.32 A		id installation of the		h the 2012 B.C. Building Code, 2014 Ventilation Certification Stamp
Section 7.32 A	menament.		2014 TECA	ventuation Certification Stamp
Print Name				
G:				
Signature				
Company				
Phone				
Checklist 3, pg	,2of2			

Ventilation Checklist 4—Exhaust Fan & Passive Inlets Sentence 9.32.3.4(6)

Use this checklist for small (≤ 1800 sqft), single level, non-forced air heated dwellings located in coastal climate areas where winter design temperature is warmer than -13°F

	Cillia	te areas where willter desi	ign temp	Crature	15 Wa	irinci man	1-13 1.		
Civic Address	S]	Permit No		
Climate Zone	::	Number of Bedrooms			(A)	window (n	is a room with an openable inimum dimensions apply), a		
То	tal Floor	area of conditioned space	;	ft²	(B)	closet and a	closet and a closing interior door.		
Total Interior Volume of Dwelling				ft³		Total volur spaces	Total volume includes all heated interior spaces		
.5 ACH (air o	changes/h	$r) = Volume \times 0.5 \div 60 =$		cfm	(C)	Exhaust appliances exceeding .5 ACH may require make-up air.			
1. Principal Ventilation System Exhaust Fan Minimum Air-flow Rate Use the bedroom count from Box (A) and Total square footage from Box (B) above and Table 9.32.3.5. to determine Minimum Required Prinicpal Exhaust System Capacity cfm (D)									
2. Principal S	•			M	اماما		Come	Datina	
a) Exnaust F	an conun	uous running Make		N Capacit			Sone	e Rating	
Location:						m (E) Mu	st be \geq than Box (D)		
			I:	f CEV, o	capacit	y @0.4ES	P		
Use actual fa	n cfm in B	Equivalent Length ox(E) above and Table 9.32					_	_	
a) Length of c		ft + Exterior hood 30ft + nu Iaximum Equivalent Length						valent Length	
b) Fan Duct s		_inches Ø Duct type:S			.0) 1.0 2				
-		nd Bathroom Exhaust F m spot Exhaust requirement		-list be	low if	Principal	Exhaust Fa	n meets all or	
	REQUIRED	EX	XHAUST	EQUIP	MENT				
	EXHAUST RATE	Spot Exhaus	st Kitchen	& Bath	WALL	/CEILING	FANS	Ex.Fan/CEV	
ROOM	Table	Fan Make & Model	CFM @ 0.2 ESP			per Table 9		Principal	
	9.32.3.6		Manf. Rated	Duct Di rigid	flex	Max. Equiv. Length per table	Installed Equiv. Length	System CFM	
* For fan canac	oities over	ading 175cfm in Table 0.32	2 8(2) f	ollow r	nonufoc	turor's	TOTAL		

See Ventilation Guidelines Appendix page 16-A

installation instructions or use good engineering practice to size duct.

* For fan capacities exceeding 175cfm in Table 9.32.3.8(3), follow manufacturer's

(must =

Box E)

teca Ventilation Guidelines

5. Required Inlets for passive Ventilation Air Supply a) Location: High wall (minimum 6 ft above floor) List all rooms with inlets: Required in each bedroom, and at lease	ot one common area
b) Inlet Size: Free Area must be greater than or equal to 4 Sq In	
6. If Heated Crawlspace present, state method of ventilating	
MAKE-UP AIR Requirements 1. NAFFVA (Naturally Aspirated Fired Vented Appliance) or radon present in d Yes, Proceed to Step 2 2. Exhaust Appliance present which exceeds Box C 0.5 ACH:	welling unit? Sentence 9.32.4.1 No, Omit Steps 2 & 3
	o such appliance. Omit Step 3
Depressurization Test (See CAUTIO	
3. Use Active Make-up Air for Exhaust Appliance.	18
Make-up Air Fan required: Exhaust Appliance	e Actual Installed Cfm
Fan Make Model N	Make-up Air Fan Cfm
Duct diameterinches	
Fan Location Fan ducted to a) Active Make-up Air delivered to an Unoccupied Area first (not directly i) Tempering Required per 9.32.4.1.(4)(a): Show calculation & describe how make-up air will be tempered to at least 34'	
ii) Transfer Grill Required: Size 1 sq in of gross area per 2 cfm): Transfer grill size sq. in. Location iii) Additional Tempering Required per 9.32.4.1.(4)(b) before transfer to describe how make-up air will be further tempered to at least 54°F (12°C).	occupied area: Show calculation and
OR b) Active Make-up Air delivered to an Occupied Area: Tempering how make-up air will be tempered to at least 54°F (12°C).	Required. Show calculation and describe
I hereby certify that the design and installation of the ventilation system complies w	rith the 2012 B.C. Building Code, 2014 A Ventilation Certification Stamp
Print Name	
Signature	
Company	
Phone	
Checklist 4, pg2 of 2	