

**FIGURE C408.1.4.1  
COMMISSIONING COMPLIANCE CHECKLIST**



<b>Project Information</b>	<b>Project Name:</b> _____
	<b>Project Address:</b> _____
	<b>Certified Commissioning Professional:</b> _____
	<b>Type of ISO Certification and Number:</b> _____
<b>Supporting Documents</b>	<input type="checkbox"/> <b>Manuals, record documents and training have been completed or are scheduled</b> (Section C103.6) <ul style="list-style-type: none"> <li>• Building operations and maintenance information (C103.6.2) have been submitted to the owner or scheduled date: _____</li> <li>• Manuals (C103.6.2.1) have been submitted to the owner or scheduled date: _____</li> <li>• Compliance documentation (C103.6.3) has been provided to owner or scheduled date: _____</li> <li>• System operation training (C103.6.4) has been provided to owner or scheduled date: _____</li> </ul>
<b>Commissioning Plan</b>	<input type="checkbox"/> <b>Commissioning Plan was used during construction</b> (Section C408.1.2)
<b>Commissioning Report</b>	<input type="checkbox"/> <b>Commissioning Report has been submitted</b> (Section C408.1.3)
<b>Commissioned Systems</b>	<input type="checkbox"/> <b>Mechanical Systems were included in the commissioning process</b> (Section C408.2) <input type="checkbox"/> Testing, adjusting and balancing is complete (Section C408.2.2)
	<input type="checkbox"/> There are unresolved deficiencies with the mechanical systems. These are described in the attached Commissioning Report submitted to the Owner.
	<input type="checkbox"/> <b>Service Water Heating Systems were included in the commissioning process</b> (Section C408.3) <input type="checkbox"/> There are unresolved deficiencies with the service water heating systems. These are described in the attached Commissioning Report submitted to the Owner.
	<input type="checkbox"/> <b>Controlled receptacles and lighting control systems were included in the commissioning process</b> (Section C408.4) <input type="checkbox"/> There are unresolved deficiencies with the electrical power and/or automatic lighting controls. These are described in the attached Commissioning Report submitted to the Owner.
	<input type="checkbox"/> <b>Additional systems were included in the commissioning process</b> (Section C408.5) <input type="checkbox"/> There are unresolved deficiencies with systems required by C406 or C407. These are described in the attached Commissioning Report submitted to the Owner.
	<input type="checkbox"/> <b>Metering systems were included in the commissioning process</b> (Section C408.6) <input type="checkbox"/> There are unresolved deficiencies with the metering system. These are described in the attached Commissioning Report submitted to the Owner.
	<input type="checkbox"/> <b>Refrigeration systems were included in the commissioning process</b> (Section C408.7) <input type="checkbox"/> There are unresolved deficiencies with systems required by Section C410. These are described in the attached Commissioning Report submitted to the Owner.
	<b>Certification</b>
<input type="checkbox"/> I hereby certify that requirements for Section C408 System Commissioning have been completed in accordance with the Washington State Energy Code, including all items above.  <div style="display: flex; justify-content: space-between;"> <span>..... Building Owner or Owner's Representative</span> <span>..... Date</span> </div>	