Project Name and Address	**Authority Having Jurisdiction**
Name: Project Name	Enforcement Agency: Agency
Address: Project Address	Permit Number: Permit Number
City, Zip Code: City, Zip Code	Permit Application Date: Date

Building: Enter Value	Floor: Enter Value	Room: Enter Value	Control/tag: Value

☐ Construction inspection and functional testing comply ☐ Does not comply	Date Submitted to AHJ: Date

Intent:	This compliance document is to be complete for each factory or laboratory space served by a fan exhaust system with a design exhaust fan system airflow rate greater than 10,000 cfm. If multiple factory or laboratory spaces are served by the same fan exhaust system, then a separate version of this compliance document must be completed for each factory or laboratory space served. Section 140.9(c)3 and Reference Nonresidential Appendix NA7.16.

Table A-1: Construction Inspection – Main

Step	Entry	Item	Code Reference
1.0	☐ Pass ☐ Fail	Verify access to all necessary specifications and manufacturer documentation. Additionally verify access to permit applications and Energy Code compliance documents approved by the authority having jurisdiction.	10-103
2.0	No Entry	Verify that the following measurements are within 10 percent of the corresponding design values found in the documents specified in Step 1:	NA7.16.1(a)
2.1	Enter Value sf Enter Value cf ☐ Pass ☐ Fail	Measure and record the **area** (square feet) and **volume** (cubic feet) of the factory or laboratory space. Indicate pass if these values are within 10 percent of the corresponding design values referenced in Step 1.	NA7.16.1(a)1
2.2	Enter Value cfm ☐ Pass ☐ Fail	Measure and record the **airflow rate** (cubic feet per minute) of the factory or laboratory space. Indicate pass if this value is within 10 percent of the corresponding design value referenced in Step 1.	NA7.16.1(a)2
2.3	Enter Value cfm ☐ Pass ☐ Fail	Measure and record the **occupied minimum airflow rate** (cubic feet per minute) of the factory or laboratory space. Indicate pass if this value is within 10 percent of the corresponding design value referenced in Step 1.	NA7.16.1(a)3

Step	Entry	Item	Code Reference
2.4	Enter Value cfm ☐ Pass ☐ Fail	Measure and record the **unoccupied minimum airflow rate** (cubic feet per minute) of the factory or laboratory space. Indicate pass if this value is within 10 percent of the corresponding design value referenced in Step 1.	NA7.16.1(a)4
2.5	Enter Value cfm ☐ Pass ☐ Fail	Measure and record the **inlet airflow rate** of the exhaust fan system (cubic feet per minute) of the factory or laboratory space at design conditions. Indicate pass if this value is within 10 percent of the corresponding design value referenced in Step 1.	NA7.16.1(a)5
2.6	Enter Value W ☐ Pass ☐ Fail	Measure and record the **power of the exhaust** fan system at design conditions (watts) of the factory or laboratory space. Indicate pass if this value is within 10 percent of the corresponding design value referenced in Step 1.	NA7.16.1(a)6
2.7	Enter Value W/cfm ☐ Pass ☐ Fail	Calculate watts per cubic feet per minute at design conditions (divide results of Step 2.6 the results of Step 2.5). Indicate pass if this value is within 10 percent of the corresponding design value referenced in Step 1.	NA7.16.1(a)7
3.0	☐ Pass ☐ Fail	From Table A-2, determine if it is **true** that the Total Design Airflow Rate is greater than unoccupied minimum airflow rate of the space (from the resoures listed in Step 1). • If it is true **AND** if all fume hoods listed in Table A-2 are identified as VAV, then select Pass. • If it is **NOT** true, then select Pass. • If it is true **AND** any of the fume hoods listed in Table A-2 are identified as CAV, then select Fail.	NA7.16.1(b)
4.0	☐ True ☐ False	Verify pressure independent flow control valves are used.	NA7.16.1(c)
5.0	☐ True ☐ False	Document whether the exhaust system has air filtration, scrubbers, or other air treatment devices.	NA7.16.1(d)
6.0	No Entry	Document the fan power requirements as described in Steps 6.1 through 6.4 (below). Use only one of 6.1 through 6.4 and enter NA for the options not used.	NA7.16.1(e)
6.1	Pass, Fail, NA	No Control is selected (2025-CEC-NRCA-PRC-14a) AND Step 5 is 'True.' Enter Pass if Step 2.7 is equal to or less than 0.85 W/cfm, or else enter Fail.	NA7.16.1(e)1

Step	Entry	Item	Code Reference
6.2	Pass, Fail, NA	No Control is selected (2025-CEC-NRCA-PRC-14a) AND Step 5 is 'True', Enter Pass if the rated fan power does not surpass fan kW_{budget} as calculated per Section 140.4(c)1A, or else enter fail.	NA7.16.1(e)1 and NA7.16.1(e)2
6.3	Pass, Fail, NA	No Control is selected (2025-CEC-NRCA-PRC-14a) AND Step 5 is 'False'. Enter Pass if Step 2.7 is equal to or less than 0.65 W/cfm, or else enter Fail.	NA7.16.1(e)2
6.4	Pass, Fail, NA	The selected control is either simple turndown, wind responsive, or contaminant monitoring. Enter Pass if Step 2.7 is equal to or less than 1.3 W/cfm, or else enter Fail.	NA7.16.1(e)3
7.0	☐ Pass ☐ Fail	**Construction Inspection Pass Conditions** All of the following must be true. Steps 2 and 6 contain 'No Entry'. Steps 4 and 5 must record either true or false. Steps 6.1-6.4 must record one pass and three NAs. All other steps must record pass.	NA

Table A-2: Construction Inspection – Listing of Fume Hoods (NA7.16.1(b))

List all fume hoods in the space, indicating variable or constant air volume and the design air flow rate in cubic feet per minute (CFM). Total the design air flow rate (including both VAV and VAC hoods) at the bottom of the table.

Fume Hood	Design Airflow Type	Design Air Flow Rate (cfm)
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value

Fume Hood	**Design Airflow Type**	**Design Air Flow Rate (cfm)**
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Fume Hood Designation	☐ Variable Air Volume (VAV) ☐ Constant Air Volume (CAV)	Enter Value
Total Design Airflow Rate	(sum both VAV and CAV together)	Enter Value

Table B-1: Functional Test – VAV Laboratory Exhaust System with Occupancy Controls

Note: If control signals have been calibrated to measure flow rates and power consumption, recorded control signals are acceptable methods of measurement.

Step	**Entry**	**Functional Test**	**Code Reference**
1.0	No Entry	Simulate design conditions by opening all fume hood sashes and other exhaust devices such as snorkels to their design open position and occupy all lab spaces served by the exhaust fan system.	NA7.16.2 Step 1
1.1	☐ Pass ☐ Fail	Verify that the occupant sensors can detect occupants in all portions of the spaces and are reporting occupied occupancy status to controller.	NA7.16.2 Step 1(a)
1.2	☐ Pass ☐ Fail	Verify that the inlet airflow rate of the exhaust fans meets the design flowrate.	NA7.16.2 Step 1(b)
1.3	Enter Value	Measure and record the fan power (watts) under design conditions.	NA7.16.2 Step 1(c)
1.3	☐ Pass ☐ Fail	Verify that fan power under design conditions (Step 1.3) is no greater than the design fan power.	NA7.16.2 Step 1(d)

Step	Entry	Functional Test	Code Reference
2.0	No Entry	Simulate minimum flowrate under occupied conditions by adjusting fume hoods and other exhaust devices. Adjust the thermostatic control so that the space temperature is within the dead band.	NA7.16.2 Step 2
2.1	☐ Pass ☐ Fail	Verify that the occupant sensors can detect occupants in all portions of the spaces and are reporting occupied occupancy status to controller.	NA7.16.2 Step 2(a)
2.2	☐ Pass ☐ Fail	Verify that the total exhaust airflow rate of the space meets the minimum allowed occupied airflow rate.	NA7.16.2 Step 2(b)
2.3	Enter Value	Measure and record the fan power (watts) under minimum flowrate, occupied conditions.	NA7.16.2 Step 2(c)
2.4	☐ Pass ☐ Fail	Verify that the power under minimum flowrate occupied conditions (Step 2.3) is no greater than measured power under design conditions (Step 1.3).	NA7.16.2 Step 2(d)
3.0	No Entry	Simulate minimum flowrate under unoccupied conditions by adjusting fume hoods and other exhaust devices and vacate all lab spaces served by the exhaust fan system for at least 20 minutes so occupant control treats lab spaces as unoccupied. Adjust the thermostatic control so that the space temperature is within the dead band.	NA7.16.2 Step 3
3.1	☐ Pass ☐ Fail	Verify that the occupant sensors are reporting unoccupied occupancy status to controller.	NA7.16.2 Step 3(a)
3.2	☐ Pass ☐ Fail	Verify that the total exhaust airflow rate of each space meets the minimum allowed unoccupied flowrate.	NA7.16.2 Step 3(b)
3.3	Enter Value	Measure and record the fan power (watts) under minimum flowrate unoccupied conditions.	NA7.16.2 Step 3(c)
3.4	☐ Pass ☐ Fail	Verify that power under minimum flowrate unoccupied conditions (Step 3.3) is no greater than measured power under minimum flowrate occupied conditions (Step 2.3).	NA7.16.2 Step 3(d)
4.0	No Entry	Return system controls to normal operation	NA
5.0	☐ Pass ☐ Fail	**Functional Test Pass Conditions** All of the following must be true. Steps 1.0, 2.0, and 3.0 contain 'No Entry'. Steps 1.3, 2.3, and 3.3 must contain non-zero numerical entries. All other steps must record pass.	NA

Declaration Statement	Signatory
Document Author I assert that this Certificate of Acceptance documentation is accurate and complete.	Name Company Name Author Signature Date Signed
Field Technician I certify the following under penalty of perjury, under the laws of the State of California: The information provided on this Certificate of Acceptance is true and correct. I am the person who performed the acceptance verification reported on this Certificate of Acceptance (Field Technician). The construction or installation identified on this Certificate of Acceptance complies with the applicable acceptance requirements indicated in the plans and specifications approved by the enforcement agency and conforms to the applicable acceptance requirements and procedures specified in Reference Nonresidential Appendix NA7. I have confirmed that the Certificate(s) of Installation for the construction or installation identified on this Certificate of Acceptance has been completed and signed by the responsible builder/installer and has been posted or made available with the building permit(s) issued for the building.	Name Company Name Title Phone Signature Date Signed
Responsible Person I assert the following under penalty of perjury, under the laws of the State of California: I am the Field Technician, or the Field Technician is acting on my behalf as my employee or my agent and I have reviewed the information provided on this Certificate of Acceptance. I am eligible under Division 3 of the Business and Professions Code in the applicable classification to accept responsibility for the system design, construction or installation of features, materials, components, or manufactured devices for the scope of work identified on this Certificate of Acceptance and attest to the declarations in this statement. The information provided on this Certificate of Acceptance substantiates that the construction or installation identified on this Certificate of Acceptance complies with the acceptance requirements indicated in the plans and specifications approved by the enforcement agency and conforms to the applicable acceptance requirements and procedures specified in Reference Nonresidential Appendix NA7. I have confirmed that the Certificate(s) of Installation for the construction or installation identified on this Certificate of Acceptance has been completed and is posted or made available with the building permit(s) issued for the building. I understand that a completed, signed copy of this Certificate of Acceptance shall be posted, or made available with the building permit(s) issued for the building, and made available to the enforcement agency for all applicable inspections, and I will take the necessary steps to ensure this requirement is accomplished. I understand that a signed copy of this Certificate of Acceptance is required to be included with the documentation the builder provides to the building owner at occupancy, and I will take the necessary steps to ensure this requirement is accomplished.	Name Company Name Lic. No.: License No. Title Phone Signature Date Signed