

SUBMISSION TEMPLATE : SHORT REPORT

*Completing this template replaces the Short Report

IEQ – 8 MOULD PREVENTION

Project Name: _____

Project Number: GS- _____

Points available: **0.5**

Points claimed: _____

Please select one of the following options below in order to satisfy this credit:-

1. Naturally ventilated
 2. Mechanically ventilated
-
-

Natural Ventilation

*For purposes of this credit, where the fitout is claiming **IEQ-1 'Ventilation'** by meeting the requirements for '**Naturally Ventilated Spaces**' this credit is automatically achieved and no additional documentation is required.*

I confirm that ____ points (**out of 2**) were achieved in IEQ-1 'Ventilation' for the purpose of outside air creation.

Points available: 2



I CONFIRM

Where the project does **not achieve** full points for the Provision of Outside air criterion in the IEQ-1 credit, the point will not be awarded for this credit through this deemed-to-satisfy route and the following form will therefore need to be completed.

Naturally Ventilated Spaces

Opening Area schedules

I confirm that the position and arrangement of the opening areas is in accordance with the SANS10400-O: 2011 - clause 004.

AND

I confirm that no less than 95% of the Nominated Area is naturally ventilated in accordance with SANS 10400-O: 2011, as demonstrated by two points in the Provision of Outside air criterion for IEQ-1

Points available: 0.5



I CONFIRM

Supporting Attachments: (for naturally ventilated spaces)

- a. Attach **opening area schedule** (see checklist below)
- b. Attach **As Built drawings** indicating opening and ventilation inlets and outlets

Checklist: Opening Area Schedule

Please confirm that all items below are covered in the Survey Report	YES/NO
List of each habitable room, its floor area and the area of external openings (openable windows/external doors) in that room.	
Schedule including the openings area expressed as a percentage of the room floor area, to clearly demonstrate compliance with the 5% minimum requirement in SANS 10400-O: 2011. The position and arrangement of opening areas must be in accordance with SANS 10400-O: 2011 clause 004.	

Mechanical Ventilation

Mixed-mode ventilated spaces must comply with the criteria for mechanically air conditioned spaces.

[Please insert the following details]

- Does the air –conditioning system have supply air ducting? _____ [Yes/No]
- Does the air-handling plant service the fitout exclusively? _____ [Yes/No]

If the answer to the any of the above questions is 'NO', this credit is 'Not Applicable'

☐ I CONFIRM

I confirm that mechanically air-conditioned ventilation system maintains humidity levels at no more than _____% relative humidity in the space and no more than _____% relative humidity in the supply ductwork?

AND

I confirm that If the HVAC system has been re-used, a visual inspection for mould has been carried out and, if any mould was found, it has been appropriately cleaned.

AND

I confirm that humidity sensors are provided in the ductwork and linked to automated HVAC control system.

[I confirm that I have attached supporting documents that support these claims](#)

Points available: 0.5

☐ I CONFIRM

<See short report information inserts for mechanical ventilation on next page>

[Insert the following information below]

- Description of the humidity control system and its operation

- Statement of confirmation that the Credit Criteria are met both within the space and within the ducts

Supporting Attachments:

- Attach **As Built drawings** indicating humidity sensors installed in the ductwork and confirming that they are connected to an automated HVAC control system
- Confirmation from a suitably qualified professional (only if **existing** HVAC equipment has been re-used)

If applicable:-

- If humidity levels are maintained by undercooling air and then reheating it without the need of controls, please attach a psychometric chart showing how 80% humidity is maintained

Checklist: Confirmation from Professional	
Please confirm that all items below are covered in the confirmation document:-	YES/NO
Ductwork and equipment has been visually inspected for mould	
Confirmation that the inspection was done by inspecting duct pieces that were taken down or opening up two to three sections for inspection.	
Confirmation that where mould was found, the inside of air handling units, cooling coils and filters has been appropriately inspected.	
Additionally , where mould was found, confirmation that all duct work and plant was cleaned before being made operational again.	

<p>Discussion: Insert any issues you would like to highlight and clarify to the Assessment Panel.</p> <hr/>
--

Author Details:

[Name]

[Position]

[Contact Details]

[Date]