

SUBMISSION TEMPLATE

IEQ -3 Thermal Comfort

1. Credit Criteria		Naturally	Mechanically
A	How is the Occupied Area ventilated?		

2.		YES	NO
A	Does the performance period related to the most recent 9 month of operations preceding submission for certification?		

If the area is **Mechanically Ventilated**, please complete the following forms (3)

3.1		YES	NO
A	Is there a process in place to periodically measure temperature in occupied spaces?		

3.2		YES	NO
A	Is there a process to:-		
	a. Periodically measure humidity in occupied spaces?		
	b. Periodically assess problems caused by high air speed and radiant heat in occupied spaces through high level audit?		
	c. Gather feedback through a thermal comfort survey feedback from?		

Attachments:

- Attach a copy of the Sample Data Logging Sheet indicating temperature in occupied spaces
- Attach a copy of a Summary Report indicating outcome of humidity, air speed assessment and radiant heat in occupied spaces
- Attach a copy of the sample occupant comfort feedback from most recent survey

Item	Document Title	Description

3.3 PMV		YES	NO
D	Are the predicted mean vote (PMV) values for the occupied spaces within the following limits for periods audited of occupied hours:- -1.0 and +1.0		

Attachments:

Fill out the table below showing PMV Calculations according to ISO 7730 tables E.1 to E.9 for mechanically ventilated spaces:-

[illegible]

Space No	Area	Occupied space description	Occupant Metabolic rate From survey sheet	Clothing of occupant From survey sheet	Temperature measured	Approximate air speed determined by audit	PMV value from ISO 7730 tables E.1 to E.9

Additional Required Attachment:

- a. Attach signed confirmation from thermal comfort auditor which includes the following
- Attach a copy of HVAC system description
 - Rationale description of air speed determined and used in calculations
 - ASHRAE standard 55 assessments for acceptability limits in the event of naturally ventilated spaces

Item	Document Title	Description

If the area is **Naturally Ventilated**, please complete the following forms (4)

4.1		YES	NO
A	Is there a process in place to periodically measure temperature in occupied spaces?		

4.2		YES	NO
A	Is there a process to:-		
	a. Gather feedback through a thermal comfort survey feedback from?		

Attachments:

- a. Attach a copy of a Summary Report indicating outcome of air speed assessment and radiant heat in occupied spaces
- b. Attach a copy of the sample occupant comfort feedback from most recent survey

Item	Document Title	Description

4.3 ASHRAE Standard 55-2004		YES	NO
A	Are the internal operating temperatures within the ASHRAE Standard 55-2004 80% acceptable limits?		

Attachments:

Fill out the table below showing the occupant comfort calculation using ASHRAE Standard 55-2004

Space No	Area	Occupied space description	Outdoor temperature measured	Indoor Temperature measured	Acceptability level according to ASHRAE Standard 55-2004 figure 5.3

Attachments:

- b. Attach signed confirmation from thermal comfort auditor which includes the following
- Rationale description of air speed determined and used in calculations
 - Weather data used and its source
 - Occupancy Schedule and total number of hours assessed for thermal comfort
 - ASHRAE standard 55 assessments for acceptability limits
 - Tabulated summary of all zones measured, indicating the area of each and the result from the measurements for each interval as required.

Item	Document Title	Description

Statement of Authenticity

I, _____, hereby declare that the values/information listed in this submission template are indeed the true values of the applicant building, and additionally, that evidence either proving or rationalising said values can be supplied within 14 days of notification by either GBCSA, or any GBCSA approved third party.

DATE: _____

NAME: _____

SIGNATURE: _____