

Southern Energy Management Field Inspection Form

ver. 02/2023

Builder:		Sub/Lot:		Plans Confirmed:	
Address:		Plan Name:		Rating ID:	
Building Type:	Drop Box	# of Floors:		Number of Bedrooms:	
Electrical Utility:	Drop Box	Gas Utility:	Drop Box	Climate Zone:	
Programs Enrolled in:	Drop Box	Drop Box		Drop Box	
Ekotrope Template Needs Review/Update		.	Volume		Square Foot
Rough Inspection	Completed By:			On this Date:	
Final Inspection	Completed By:			On this Date:	

Front: Rough Elevation Photo	Front: Final Elevation Photo

Left Elevation	Rear Elevation	Right Elevation	Extra Elevation #1	Extra Elevation #2

Code Sticker	Duct Report	Blower Door Report	Electric Utility	Gas Utility

Foundation Types				Roof Information	
Insulated Slab		Closed Crawl		Radiant Barrier Installed	
Uninsulated Slab		Unconditioned Basement		Spray Foam Roof Deck	
				Roof Material Used	Drop Box
Vented Crawl		Conditioned Basement		Roof Color	Drop Box

Insulation							
Foundations	Type	R-Value	Grade	Walls	Type	R-Value	Grade
Foundation Wall	Drop Box	Drop Box	Drop Box	Ambient Walls	Drop Box	Drop Box	Drop Box
Drop Box							
Slab	Drop Box	Drop Box	Drop Box	Garage Walls	Drop Box	Drop Box	Drop Box
Drop Box							
Rim Joist	Drop Box	Drop Box	Drop Box	Attic Walls	Drop Box	Drop Box	Drop Box
Closed Crawl Rim Joist	Drop Box	Drop Box	Drop Box	Adiabatic Walls	Drop Box	Drop Box	Drop Box
Other	Drop Box	Drop Box	Drop Box	AG Basement Exterior Walls	Drop Box	Drop Box	Drop Box
Floors	Type	R-Value	Grade	Ceilings	Type	R-Value	Grade
Floor Over Basement	Drop Box	Drop Box	Drop Box	Flat Ceiling	Drop Box	Drop Box	Drop Box
Floor Over Crawl	Drop Box	Drop Box	Drop Box	Small Flat Ceiling	Drop Box	Drop Box	Drop Box
Floor Over Garage	Drop Box	Drop Box	Drop Box	Vaulted Ceiling	Drop Box	Drop Box	Drop Box
Floor Over Ambient	Drop Box	Drop Box	Drop Box	Small Vaulted Ceiling	Drop Box	Drop Box	Drop Box
Small Floor Over Ambient	Drop Box	Drop Box	Drop Box	Other	Drop Box	Drop Box	Drop Box
Other	Drop Box	Drop Box	Drop Box	Other	Drop Box	Drop Box	Drop Box

Foundation	Floor Over Ambient	Floor Over Garage	Garage Wall	Ambient Wall	Attic Wall
Vault Ceiling	Ceiling Assembly	Basement Wall AG	Basement Wall BG	Floor over Basement	Attic Insul Depth

Pre-Drywall Checks			
2-Stud Corners	Drop Box	Chases Capped with Rigid Blocking And Sealed	Drop Box
Ladder Framing	Drop Box		
Insulated Headers	Drop Box	Air Barrier on Knee Walls Sealed at Seams	Drop Box
Limited Framing at Windows and Doors	Drop Box		
Raised Heel Trusses	Drop Box	Garage and Porch Band Blocking and Penetrations Air Sealed	Drop Box
Fireplaces are Direct Vent	Drop Box		
Exterior Wall Bottom Plates Sealed to Subfloor or Slab	Drop Box	6 Sided Air Barrier for All Thermal Insulation	Drop Box
Drywall Sealed to Top Plate Beneath all Unconditioned Space	Drop Box	Windows and Doors Sealed with Foam	Drop Box

Windows					
Windows	U-Value	SHGC	Window Frame Material	Orientation	Window Specs Photo
Drop Box			Drop Box		
Drop Box			Drop Box		
Drop Box			Drop Box		
Drop Box			Drop Box		

Air Sealing Service			
Air Sealing Service Completed at Rough	.	Air Sealing Service Completed at Final	.

Rough Notes

HVAC and Duct Testing

HVAC System 1

Return Location for Test		Drop Box	Reference Hose Location		Drop Box	
Static Pressure (R):		Area of Home Served by System	Drop Box		Sq. Ft. Served	
Static Pressure (S):						
Location of HVAC Unit		Drop Box	Type of HVAC Unit		Drop Box	
Location of Ducts		Drop Box	Duct R-Value	Drop Box	# of Returns	
Outdoor Unit Model #	Coil Model #	Inside Unit Model #	LTO Results		Total Leakage Results	
					% LTO	% Tot.

HVAC System 2

Return Location for Test		Drop Box	Reference Hose Location		Drop Box	
Static Pressure (R):		Area of Home Served by System	Drop Box		Sq. Ft. Served	
Static Pressure (S):						
Location of HVAC Unit		Drop Box	Type of HVAC Unit		Drop Box	
Location of Ducts		Drop Box	Duct R-Value	Drop Box	# of Returns	
Outdoor Unit Model #	Coil Model #	Inside Unit Model #	LTO Results		Total Leakage Results	
					% LTO	% Tot.

HVAC System 3

Return Location for Test		Drop Box	Reference Hose Location		Drop Box	
Static Pressure (R):		Area of Home Served by System	Drop Box		Sq. Ft. Served	
Static Pressure (S):						
Location of HVAC Unit		Drop Box	Type of HVAC Unit		Drop Box	
Location of Ducts		Drop Box	Duct R-Value	Drop Box	# of Returns	
Outdoor Unit Model #	Coil Model #	Inside Unit Model #	LTO Results		Total Leakage Results	
					% LTO	% Tot.

Ventilation and HVAC

Thermostat Type	Drop Box	Ceiling Fans Installed	Ventilation Test Results
Fresh Air Strategy (if available)	Drop Box	Ventilation Ctrl + Model # Photos	
Location of Fresh Air Strategy	Drop Box		
Fresh Air System Model # (if applicable):			
Fresh Air Tested Value			
Total Duct Leakage %			
Total Leakage to Outside %			

Water Heating and Distribution

Location	Location	Location	Low Flow Fixtures <2gpm	
Drop Box	Drop Box	Drop Box		
MN:	MN:	MN:		
			R3 Pipe Insulation (For Hot Water Pipes)	
			Recirculation System Control	Drop Box
			Hot Water Recirculation System	

Lighting

100% LED		Interior LED	%	Exterior LED	%	Garage LED	%
		Interior CFL	%	Exterior CFL	%	Garage CFL	%

Appliances

Fridge	kWh	Washer	kWh	Range Top Fuel Type	Drop Box	Convection Oven	
Dishwasher	kWh	Dryer	CEF				

Infiltration

Volume of Home		Measured Leakage CFM		Total ACH50:	
Blower Door Location	Drop Box	Ext. Garage Door Position	Drop Box		
Attic Access Door Position:	Drop Box	Basement Door Position:	Drop Box	Windy Day	

Energy Star and Ecoselct Program

Room Pressures				Exhaust Fan Flows			
Owner Suite		Bedroom 2		Kitchen CFM		Owner Bath CFM	
Bedroom 3		Bedroom 4		Bath 2 CFM		Bath 3 CFM	
Bedroom 5		Bedroom 6		Bath 4 CFM		Bath 5 CFM	
No Power At Final:							

Onsite Generation: PV, Solar Thermal, Wind, Hydro? (If yes, add notes below)

Final Notes

Minimum Rated Features & Other Photos

Dishwasher Model

Cook Top / Range

Refrigerator Model



Washer Model

Dryer Model

Thermostat

Attic Insul Depth (if not above)