

CDI -2008 Commissioning Report for a Solar Heating System

Please print

This report must be signed by the certified professional who has commissioned (inspected) the solar heating system. It must also be signed by the Applicant with whom NRCan has a Contribution Agreement for this project.

This Commissioning Report must:

- describe the steps taken during the commissioning of the system;
- certify that the system was installed as described in Schedules A and B of the Contribution Agreement;
- attest that the system was installed in accordance with professional engineering practices and safety requirements; and
- that the system is operational.

This report must be completed, signed, and submitted with the Payment Request Form and Schedule D. For solar air systems, the manufacturer's Warranty of the Authenticity of the Collector is also required.

Section 1. Applicant Information [To be completed by the <u>Applicant</u>]		
File Number:	Is this a solar air or water project? <input type="checkbox"/> air <input type="checkbox"/> water	
Applicant's Name:	Telephone: ()	
Business Name:		
Project Installation Address:		
City:	Province/Territory:	Postal Code:
Is a building permit required for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, when was it issued and by what party? Date: _____ (yyyy/mm/dd)		
Issuing body:		
If no, please explain why it was not required.		
Explain how the installed system differs from the planned system as presented in your approved application.		
<ul style="list-style-type: none"> • brand and model of collector • size of collector or number of collectors • major equipment added or removed 	<ul style="list-style-type: none"> • location • costs • other 	
Attach an explanatory sheet, if necessary.		
Who supplied the solar collector(s)? Business Name:		
Name:		
Telephone: ()		
Who installed the solar collector(s)? Business Name:		
Name:		
Telephone: ()		
When was the system commissioned? _____ (yyyy/mm/dd)		

Section 2. Commissioner Information [To be completed by the <u>Commissioner</u> .]	
Salutation: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.	Commissioner's Name:
Telephone: ()	Business Name:
Professional designation (identify at least one): <input type="checkbox"/> professional engineer <input type="checkbox"/> certified engineering technologist <input type="checkbox"/> CanSIA certified installer	
List the last 5 projects you have commissioned under the <i>ecoENERGY for Renewable Heat</i> program: (if applicable)	

Section 3. Project Information [To be completed by the <u>Commissioner</u> .]
3.a. Sketch
Attach a detailed sketch of the solar heating system which includes the dimensions of the collector(s), the collector layout, and system interface with the auxiliary heating system (if applicable).
3.b. Building
Where was the heating system installed within the structure of the building?
Describe the primary use of the building.
Describe the building. Building footprint (area): _____ m ² x Building height: _____ m = Building volume: _____ m ³ Other:
Describe any shading affect (e.g. adjacent buildings, tall trees).
3.c. Solar System
Provide a general description of the system, including safety features.
Attach an explanatory sheet, if necessary.
Is the solar system part of a larger project? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain: (Attach an explanatory sheet, if necessary).
Is the solar system a: <input type="checkbox"/> new installation; <input type="checkbox"/> retrofit; or <input type="checkbox"/> expansion
Does the solar system include any recycled components? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list recycled components: (Attach a list, if necessary).
Does the solar system include any refurbished components? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list refurbished components: (Attach a list, if necessary).

Percentage use of the solar system:

_____ % direct space heating
_____ % make-up air heating
_____ % ventilation air heating
_____ % destratification
_____ % industrial process heat
_____ % space heating/ventilation
_____ % hot water for general use, e.g. washrooms and showers
_____ % industrial process
_____ % heating for swimming pool
_____ % other (please specify) _____

The above percentages must total 100%

3.d. Collector(s)

Collector manufacturer:

Collector model:

Individual collector gross dimensions:

Collector #1) Length: _____ (m) x Width: _____ (m) = Gross area: _____ (m²)

Collector #2) Length: _____ (m) x Width: _____ (m) = Gross area: _____ (m²)

Collector #3) Length: _____ (m) x Width: _____ (m) = Gross area: _____ (m²)

Attach a list, if necessary.

Number of collectors:	Total collector gross area: _____ (m ²)	Number of systems:
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3.e. Solar System – Technical Data

Estimated Annual Savings

Solar system energy output: _____ (GJ/year)

Auxiliary heating system annual efficiency: _____ (%)

Displaced energy: _____ (GJ/year) = $[energy\ output] \div [auxiliary\ heating\ system\ annual\ efficiency]$

Type(s) of fuel being displaced (e.g. light fuel oil, propane, natural gas, electricity): _____

Current unit cost of fuel(s) being displaced: _____ (\$/GJ)

Displaced energy savings: _____ (\$/year) = $[displaced\ energy \times unit\ cost]$

Section 4. Evaluation

Please enumerate the steps taken in your evaluation of the system from which you concluded that the system is deemed commissioned. (Attach an explanatory sheet, if necessary).

Describe how you believe the installation adhered to good engineering practices. (Attach an explanatory sheet, if necessary).

For packaged solar water systems only: Has the system met the current installation standard: CAN/CSA F-383? Yes No. Please explain:

Section 5. Attachments [To be completed by Applicant.]

Required attachment:

- Sketch of the installed system

Please list all other attachments here (if applicable):

- Expanded list of new, recycled, refurbished parts
- Explanatory notes:
 - a)
 - b)
 - c)
- Other (please explain):

Identify all attachments with your file number, name, and the project location.

Section 6. Attestation and Signatures [To be signed by the Applicant and the Commissioner.]

I, _____, the **Commissioner** (please print name), attest that:

- Section 2 is true and accurate;
- I have described the steps taken during the commissioning of the system;
- that the system appears to have been installed in accordance with professional engineering practices and safety requirements; and
- that the system is operational.

Signed

Dated

Location

I, _____, the **Applicant** (please print name), attest that:

- the project has been completed as stated within this Commissioning Report.

Signed

Dated

Location

Section 7. Submission

Please send the completed Commissioning Report to:

ecoENERGY for Renewable Heat
Renewable and Electrical Energy Division
Natural Resources Canada
Room 150, 615 Booth Street
Ottawa, Ontario K1A 0E9

For more information, contact:

E-mail: ecoENERGYRHP@NRCan.gc.ca
Tel.: 1 800 O-Canada (1 800 622-6232)
Fax: 613-943-6517

IMPORTANT: THIS COMMISSIONING REPORT MUST BE SUBMITTED WITH THE PAYMENT REQUEST FORM, SCHEDULE D AND, FOR SOLAR AIR SYSTEMS ONLY, THE MANUFACTURER'S WARRANTY FOR THE COLLECTOR.

IMPORTANT: MISSING INFORMATION WILL DELAY THE PROCESSING OF YOUR PAYMENT.