

B1: GENERAL INFORMATION & OPERATING SCHEDULE

Building _____ Location _____ Prepared by _____ Date _____
 Equipment _____ Manufacturer _____ Other ID _____ File # _____

Gross floor area _____ Occupied floor area _____ Number of Occupants _____

Type of ventilation system Constant Air Volume Variable Air Volume

Economizer? Yes No

Operating Schedule

	Weekdays	Weekends
Occupancy (typical)	_____ am _____ p.m.	_____ am _____ p.m.
HVAC operation	_____ am _____ p.m.	_____ am _____ p.m.
Operation of exhaust	_____ am _____ p.m.	_____ am _____ p.m.
Other _____	_____ am _____ p.m.	_____ am _____ p.m.

- Computer generated Building Management System (BMS) or Energy Management System (EMS) used to operate the building's mechanical system? yes no
- BMS or EMS system capabilities that are currently used

- Control of lighting system manual lighting-level based
 time-based other automatic
 occupancy-based

Notes