Advanced Energy Remote Inspection Instructions –

- Safety
  - A construction site has many trip/fall hazards
    - Please instruct the builder representative to be aware of their surroundings prior to performing an inspection
    - Wear appropriate PPE as necessary (not limited to):
      - Bump cap/hard hat
      - Safety shoes
      - Gloves
      - Eye protection
      - Face mask/respirator
    - Do not take photos in a compromised position
    - Do not review plans or checklist while walking the site
    - Do not enter a confined space if uncomfortable or unable

- Remote Inspection Overview
  - The SystemVision rater shall coordinate a time and date to remotely meet a builder representative via phone/video conferencing platform.
  - The SystemVision rater shall have access to the following:
    - Reliable phone/internet connection
    - SystemVision database
    - Building plans
    - SystemVision checklist
  - The builder representative shall have access to the following:
    - Understanding of building components
    - SystemVision checklist
    - Reliable phone/internet connection
    - Camera
    - Ability to send photos to rater within 1 business day of inspection
      - Rater MAY NOT mark the home as passing without receiving and confirming photos comply with SystemVision standards

- Inspection Process-Framing and Insulation
  - The SystemVision rater will be responsible for guiding the builder representative to identify and photo document the following:
    - Front elevation of home
    - Confirmation of plan type
    - Any modifications/deviations from envelope evidenced on plan such as windows, storage rooms, foundation types etc.
    - All framing and insulation checklist items must be confirmed individually
      - Any items that may not be compliant must be documented with a photo
    - Additionally, the following must be documented with a photo:
      - Typical exterior wall assembly (from inside the home)
      - Typical air sealing measures at the following:
        - Electrical, plumbing, and HVAC penetrations
o Behind tubs or showers
  o Under stairs (if applicable)
  o Top plate to drywall connection (sill seal or similar product)
- Insulation under attic connection (if applicable)
- Radon ready pipe

**Inspection Process-Final**
  o The SystemVision rater will be responsible for guiding the builder representative to identify and photo document the following:
    - Front, left, rear, and right elevations of home
    - Confirmation of plan type
    - Any modifications/deviations from envelope evidenced on plan such as windows, storage rooms, foundation types etc.
    - All applicable final inspection checklist items must be confirmed individually
    - Performance testing will not occur during the remote inspection
    - Performance testing will occur at a later date when SystemVision rater feels comfortable performing a site visit
    - Testing must occur within 3 months of receiving SystemVision certificate unless indicated by Advanced Energy
      - Any items that may not be compliant must be documented with a photo
    - Additionally, the following must be documented with a photo:
      - All mechanical equipment model numbers
      - All appliance model numbers
      - Indication of attic insulation level (tape measure or attic marker)
      - Mechanical ventilation control
      - Mechanical ventilation filter slot
      - Presence of the following in a sealed crawlspace (if applicable)
        - Dehumidifier or supply air
        - Continuous vapor barrier
        - Insulation on crawlspace walls or floor

  - The SystemVision rater must submit completed SystemVision checklists and reviewed documentation within two business days of receipt from the builder representative.
    - In addition to the SystemVision checklist please upload a zipped file to the database of each virtual inspection.
    - Advanced Energy may request additional information/documentation from the SystemVision rater at their discretion.