

HVAC Energy Efficiency Staff Training Assessment

Staff Information

Name

Department

Role/Title

Date of Assessment

Training Topic Evaluation

Topic	Understanding (1-5)	Comments
Understanding of HVAC system components	<div></div>	<div></div>
Energy saving practices	<div></div>	<div></div>
System maintenance procedures	<div></div>	<div></div>
Troubleshooting & diagnostics	<div></div>	<div></div>
Safety protocols	<div></div>	<div></div>

Knowledge Check

List two key steps for improving HVAC energy efficiency.

Describe how regular maintenance affects system efficiency.

What safety measures should be followed while handling refrigerants?

Trainer's Assessment

Demonstrated skills/proficiency

Areas needing improvement

Additional Comments