

## General Information

Auditor Name

Date of Audit

Location / Facility

## Building Envelope

☐

Insulation (walls/roof)

☐

Windows/Doors Sealing

☐

Air Leaks Inspection

## Lighting

☐

Type of Lighting (LED, CFL, etc.)

☐

Occupancy Sensor Installation

☐

Lighting Control Systems

## Heating, Ventilation and Air Conditioning (HVAC)

☐

System Age & Efficiency

☐

Programmable Thermostat

☐

Duct Leakage

## Appliances & Office Equipment

☐

ENERGY STAR Appliances

☐

Use of Smart Power Strips

☐

Idle Devices Turned Off

## Water Heating

☐

Water Heater Insulation

☐

Low-flow Fixtures

## Additional Notes

Observations & Recommendations