



# HEALTHY BUILDING SURVEY

## 4 STEPS TO PREPARE YOUR HVAC SYSTEMS FOR RE-OCCUPANCY

We spend a huge amount of time in facilities learning, conducting business, and interacting with others. This environment should be comfortable, accessible, and most importantly, safe. As you prepare your facility to welcome back students, staff, and other occupants, we urge you to consider these next steps to ensure your facility will be a safer environment now and in the future. Contact one of our offices for more info on Healthy Building Surveys.

Prepare your facility for re-occupancy by conducting a survey/tune-up of the HVAC systems and related controls.

Document supply air flows.

*Code requires minimum air changes per hour (ACH).*

Measure minimum outside air.

*This will evaluate whether your systems are providing code required ventilation.*

Calculate ventilation rates.

*This will gauge whether the facility requires adjustments to the HVAC systems.*

Verify controls are working.

*This includes verification of hardware operation, calibration of control devices, and occupancy schedules.*

NWESI is invested in making sure the people in our communities are in safe, up-to-standard facilities, and is further providing documentation to display that healthy building measures were taken. Call us to discuss your healthy building options before re-opening!