

# VENTILATION FANS VARIABLE SPEED DRIVES Checklist

Project Name \_\_\_\_\_

Address: \_\_\_\_\_

Existing Conditions Requirements	Check
Photo of the SCE meter*	<input type="checkbox"/>
Recent SCE bill <ul style="list-style-type: none"> <li>▪ SCE bill should show the recent usage of the photographed meter</li> </ul>	<input type="checkbox"/>
Confirm that the existing fans are used for livestock ventilation, are fixed-speed fans with on/off controls, and that the existing fans do not currently have VSDs installed	<input type="checkbox"/>
Confirm that the existing fan motors are between 1-5 HP and are labeled as inverter duty, VSD ready, or has insulation classification F	<input type="checkbox"/>
Photos of existing single-speed fans operating* <ul style="list-style-type: none"> <li>▪ Overview area photos to capture groups of fans and their location</li> </ul>	<input type="checkbox"/>
Photos of the existing fan's nameplates/model numbers* <ul style="list-style-type: none"> <li>▪ One photo of a nameplate for each unique model being serviced. If nameplates are deteriorated, take a photo</li> </ul>	<input type="checkbox"/>
Photos of the location where the fans are being replaced/installed*	<input type="checkbox"/>
Quantity of fans that will have VSDs installed. Break out quantities by each model of fan that will have a VSD	_____

Project Type	Check
Installing VSDs on existing fans	<input type="checkbox"/>
Replacing single-speed fans or motors with new fans or motors that do not have integrated VSDs and installing VSDs on new fans	<input type="checkbox"/>

Proposed VSD Eligibility	Check
VSDs control one or multiple 1-hp to 5-hp fans	<input type="checkbox"/>
VSDs must automatically vary the speed of the fans based on ambient conditions	<input type="checkbox"/>

Proposed VSD Documentation	Check
Manufacturer spec sheets of proposed VSDs	<input type="checkbox"/>
Minimum temperature to turn fans on	_____
Minimum VSD speed (% of full speed)	_____
Maximum temperature (if applicable)	_____
Maximum VSD speed (% of full speed)	_____
Quantity of each proposed VSD <ul style="list-style-type: none"> <li>▪ Break out quantity by each model being installed</li> </ul>	<input type="checkbox"/>
Diagram or map of the ventilation system showing the quantities of fans and VSDs and showing which VSD controls which fan or group of fans	<input type="checkbox"/>
VSD must be installed as close to the motor as possible when applying VSD to a standard duty NEMA motor, unless using a NEMA premium efficiency or NEMA super premium efficiency motor	<input type="checkbox"/>
W9 form filled out	<input type="checkbox"/>
Estimated Installation Completion Date	<input type="checkbox"/>

**Closeout Documentation Needed**

The below items will be required after the installation is complete. (Refer to Measure Checklist for other requirements).

- Signed attestation
- Photos of installed fixtures operating\*
- Photos of VSD nameplates\*
  - At least one photo of a nameplate for each unique model being installed
- Photos of the VSD's ambient temperature sensors and control method\*
- Photos of the location where VSDs are being installed (should be within 30 meters of the fans they serve)\*
- Photos of the fans being controlled by the VSDs\*
- Photos of the nameplates of the fans/motors being controlled by the VSDs\*
- Paid itemized invoice for materials and labor
- Serial numbers for each VSD installed

\*All photos must be geotagged and dated.

For questions or clarification for check list items, please contact our program team at [AgEE@CAEnergyPrograms](mailto:AgEE@CAEnergyPrograms).

**Proposed VSD Info**

VSD Make and Model	VSD Quantity	Fan Controlled by VSD Make and Model	Number of Fans Controlled by Each VSD	Building/Location