# BRUKL/OC COMMERCIAL EPC BUILDING INFO

**Property Address**

Post Code

(internal use only)
Assessor Name

(internal use only)
Date of assessment

(internal use only)
Assessor Phone Number

## BUILDING DETAILS AND CATEGORY

**Building Description**

**Sector**

- ❑ Retail
- ❑ Pub/Cafe/Rest'
- ❑ Office/Workshop
- ❑ Industrial
- ❑ Storage/Distribution
- ❑ Hotel
- ❑ Hospital/Care Home
- ❑ Uni/Collages
- ❑ Education

**Project Stage (very important)**

- ❑ Design / Conceptual
- ❑ As Built - Shell and Core*
- ❑ As Built – Fully fitted out

* Shell and Core buildings are typically handed to the occupier without Heating, Ventilation, Hot Water or Lighting. A cover letter outlining the intention/obligation of the occupier regarding their lighting and mechanical installation program is required.

**U Values**

External Wall_____

Ground Floor_____

Occupied Roof_____

External Door_____

Internal Partitions_____

**Glazing**

U Value_____

G Value_____

T Value_____

Frame Faction_____%

**Glazing Description:**

**Shading Info**

- ❑ Internal
- ❑ External
- ❑ Mechanical?

Further Details:

## HVAC

### PRIMARY HVAC

**Fuel**

- ❑ Gas (x 0.901)
- ❑ LPG (x 0.921)
- ❑ Oil (x 0.937)
- ❑ Biomass
- ❑ Grid supply Electric

**Heat source**

- ❑ LTHW Boiler
- ❑ Heat Pump Electric Air Source
- ❑ Other

- ❑ Central heating
  - ❑ Radiator
  - ❑ Underfloor
  - ❑ Air
- ❑ Split System
- ❑ Electric (fanned)
- ❑ Electric (unfanned – wall heaters)
- ❑ Fan Coil (LOCAL HEATER)
- ❑ Other

**Model** ……..

Further details: (E.G. BUILDING LOCATIONS

## SECONDARY HVAC

**Fuel**

- ❑ Gas (x0.901)
- ❑ LPG (x0.921)
- ❑ Oil (x0.937)
- ❑ Biomass
- ❑ Grid supply Electric

**Heat source**

- ❑ LTHW Boiler
- ❑ Heat Pump Electric Air Source
- ❑ Other

**HVAC System**

- ❑ Central heating
  - ❑ Radiator
  - ❑ Underfloor
  - ❑ Air
- ❑ Split System
- ❑ Electric (fanned)
- ❑ Electric (unfanned – wall heaters)
- ❑ Fan Coil (LOCAL HEATER)
- ❑ Othe

Further details (E.G. BUILDING LOCATIONS

## DHW (Hot Water)

**Fuel**

- ❑ Gas
- ❑ LPG
- ❑ Oil
- ❑ Biomass
- ❑ Grid supply Electric
- ❑ Solar Hot Water
- ❑ Air/Ground Source Heat Pump

**Type**

- ❑ Same as HVAC + Cylinder(s)
- ❑ Dedicated Hot water boiler
- ❑ Stand-alone water heater (e.g 15 litre Under sink type)
- ❑ Instantaneous wall mounted
- ❑ Not present

**Efficiencies**

SEER (Efficiency) ……
Storage volume ……
Insulation ……
Storage losses ……...

**Model**
**……**

## LIGHTING SYSTEMS

**Evidence provided**

- ❑ Lighting Design Specification
- ❑ Manufactures Brochures
- ❑ Architects Drawings

**Average Building Loads (if known)**

Average Building w/m2@100 Lux ……

Average Building Lumin/Watts ……

**Controls**

- ❑ Manual Switching
- ❑ Automatic occupancy sensors
- ❑ Timer Switches
- ❑ Constant Daylight Luminance

## MECHANICAL EXTRACT

Specific Fan Power (default 0.4) ……

Heat Recovery (default 0.85) …… (may not be present)

Always on? (Y/N)

Gas detection (Y/N)

Occupancy Detection (Y/N)

Make/Model of unit

Further details (E.G. BUILDING LOCATIONS

| CHECKLIST | | |
|---|---|---|
| **Off plan evidence**<br><br>❑ Declaration<br>❑ As Built Plans with scale bar<br>❑ Lighting Design info<br>❑ HVAC info<br>❑ DHW info<br>❑ Mechanical Extract info | ❑ Renewables<br>❑ U Values<br>❑ Glazing/Ext Doors info<br>❑ External Elevations (optional)<br>❑ Photos (optional)<br>❑ Air Test Certificate (if permeability <15) (not required if building is >500m2 | Other Evidence (notes below all mechanical and lighting aspects must be provided along with floor plans to enable an audit compliant report to be submitted) |

# Further notes

# BRUKL DECLARATION

**Declaration**

By signing this declaration, I confirm and understand the following:

(a) I I can provide professional judgement, and that the information submitted to the Assessor and subsequently used to create the DRAFT BRUKL/EPC accurately reflects the make-up of the building at AS BUILT stage

(b) I have checked the DRAFT EPC/BRUKL Output Document and can confirm that the building sector is correct (e.g. B1, D1 etc)

(c) I have checked the DRAFT EPC/BRUKL Output Document and can confirm that the building address is correct

NOTE – A qualified, competent and experienced person must complete this paperwork. Whilst we are happy and able to offer reasonable guidance, we will not without special instruction complete this form on behalf of the technical department of your business. If this form is correctly filled in the building should pass Part L2 . A fail is always due to missing or incorrect data and the extra work required to compensate for this will incur an additional consultancy fee.

**NAME OF SIGNATORY** ……..

**PROFESSIONAL POSITION** ……..

**COMPANY** ……..

**DATE** ……

**SIGNATURE**

**Notes:**

Before I can begin work on your project I require some information on the building. The information I require depends on the build stage of the project. Please read the info below and provide the necessary information along with a signed copy of the attached declaration. Missing or inconsistent data will likely cause a building to fail and this will require a special consultancy assessment in order to achieve a pass. Additional consultancy is charged by the hour and is usually via Skype, WhatsApp Video Chat or telephone.

**Building Control will not sign off a building unless the Actual Energy Use (BER) is less than the Target Energy Use (TER) and I am legally bound to ensure that the information I use for my calculations is genuine.**

**SHELL AND CORE (completed or near completed buildings only) / DESIGN STAGE - required info (yellow required, green desirable)**

- Plans and elevations – must include measurements (do not include autocad files)
- Details of proposed mechanical ventilation and heating/cooling systems – location, heat recovery, efficiencies make/model etc
- Details of proposed renewable systems (solar PV, ASHP etc)
- Details of proposed hot water system
- Lighting loads (if known)
- U Values if known (if known)
- Target Air Permeability (if known)

For completed Shell and Core buildings I am able to use information based upon the proposed fit out as specified by the client. For Design Stage SBEM/BRUKL calcs I will provide recommendations in the absence of any of the information listed above and an element of consultancy from myself will be expected which is included in the cost of this service.

**AS BUILT (FITTED OUT) - required info**

**The information below is required for all fitted out, completed (or near completed) buildings. Missing information will likely result in an SBEM fail. For Commercial EPCs only (i.e. when no SBEM/BRUKL report is required by Building Control) I do not require U values or lighting loads (although this information will boost the EPC rating if it is provided)**

- HVAC info – location/heat recovery, make/model etc.
- Lighting loads (w/m2 @ 100 LUX, or, lumens/watts either per zone or average for building) – example attached
- Hot water systems (storage tank make/model/size)
- U-Values – walls, floors, roofs, glazing, doors
- Plans and elevations – must include measurements (do not include autocad files)
- General overview of mechanical ventilation – location, heat recovery, make/model etc
- External elevations / conceptual drawings
- Air test Certificate if >500m2 (or if <500m2 and permeability is being declared as less than 15)

(optional but helpful) Photographs of the project, during construction and upon completion

- Details of any renewable systems (e.g. Solar PV, ASHP etc)

**AS BUILT ONLY - When I have completed the work i will email over draft certificates for you to check - please ensure that the address, building use (e.g. D1, B1 etc) and general content is correct and then sign and return the attached declaration. With your approval (email only) I will then lodge the EPC and the live versions will be available for download. Please note relodgement after written approval has been given will incur a fee.**

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Please ensure that the information is submitted in **one** submission. Information may be either emailed or, zipped and transferred using the free online file transfer tool https://wetransfer.com/. Please do not
sent@
multiple emails containing a single photo/file per email
CAD drawlings
Realms of O&M info – keep it relevant to the questions in this document – SBEM = SIMPLIFIED BUILDING ENERGY MODEL!

**YOU MUST SIGN AND RETURN THE ATTACHED DECLARATION AND INCLUDE IT WITH THE SUBMISSION FOR YOUR BUILDING DATA BEFORE I CAN BEGIN WORK ON YOUR PROJECT.**