

SBEM - Checklist of Required Information

You need to provide the following details of each building to obtain SBEM assessments:

- **full details of floor plans, elevations, and sections - you can either send printed copies of plans, or email drawings in dwg or dxf Autocad format.**
- **rooms and areas to be labelled on drawings, so that activities can be identified (e.g. office, toilets, restaurant, lobby, hotel bedroom, gym, classroom, etc.)**
- **general details of building, including building type (e.g. office, hotel, leisure centre, etc.), full address, client details, building orientation, etc.**
- **full details of constructions of floors, walls, ceilings, roofs, and finishes - you will need to supply either the k values of all building materials, or the make and trade name of each material (e.g. Thermalite Turbo).**
- **any Accredited Construction Details (for the avoidance of thermal bridging).**
- **design air permeability of building and/or building zones.**
- **semi-exposed construction to unheated areas such as entrance lobbies, corridors, garages, basements, etc.**
- **full window and door specifications, including frame material, width of gap, and emissivity of glass, solar shading from overhangs, mullions, etc.**
- **details and types of heating, ventilation and air conditioning systems, fuel types, and outline control details.**
- **details of plant, such as boilers, chillers, heat pumps, etc., including make and model (if known), or the generic type of items of plant.**
- **hot water system specification, including calorifier size, insulation to cylinder and pipes, and controls).**
- **types and efficiencies of all fans, heat recovery systems, etc., and any ductwork leakage testing procedures.**
- **details of any secondary heating, cooling, and hot water systems.**
- **details of lighting, including lamp types, installed efficacies in some cases, and all lighting controls.**
- **details of any additional technology, such as heat recovery systems, solar hot water, heat pumps, wind power, photovoltaic, CHP, etc.**
- **details of metering, automatic monitoring and targeting systems.**