

2.1 Central Ventilation System Visual Inspection Form**Page 1 of 2**

Ventilation System Identification:			
Location:		Area Served:	
Associated mechanical room: clean ☐ Y ☐ N dry ☐ Y ☐ N stored chemicals/refuse ☐ Y ☐ N			
System Components [NOTE: if component not present (NP), not found (NF) or inaccessible (I) please indicate in last column]	Surface Dust/Debris Present?	WTC Dust Present?	Component • not present • not found • inaccessible
Outside air intake: Location: _____			
Accessible for inspection? Y ☐ N ☐ (explain): _____			
- louvers, grates and/or screens			
- outside air duct			
- outside air damper(s)			
Air handling unit:			
- outside air mixing chamber			
- filter rack(s)			
- filter media			
- blower assembly incl. blower wheel, blower housing, air vanes, in-line noise attenuators			
- blower housing acoustical lining			
- pre-heat coils			
- heating coils			
- cooling coils			
- re-heat coils			
- condensate drain pan			
- supply air plenum			
- supply air plenum damper(s)			
- vibration collars			
Supply air distribution:			
- Supply air ducts Est. total ln ft _____ No. locations inspected _____ Specify type (circle): <u>metal</u> <u>fibrous glass lined metal</u> <u>masonry</u> <u>fibrous glass board</u> <u>flex-duct</u> <u>wood</u>			
- Accessible in-line fire dampers Est. total qty _____ No. locations inspected _____			
- Accessible turning vanes Est. total qty _____ No. locations inspected _____			
- In-line reheat/cooling coils Est. total qty _____ No. locations inspected _____			
- Supply air diffusers Est. total qty _____ No. locations inspected _____			
Return air distribution:			
- Return air ducts Est. total ln ft _____ No. locations inspected _____ Specify type (circle): <u>metal</u> <u>fibrous glass lined metal</u> <u>masonry</u> <u>fibrous glass board</u> <u>flex-duct</u> <u>wood</u>			
- Return air plenum Est. total RA plenum areas _____ No. locations inspected _____			
- Return air plenum damper Est. total qty _____ No. locations inspected _____			
- Accessible in-line fire dampers Est. total qty _____ No. locations inspected _____			
- Accessible turning vanes Est. total qty _____ No. locations inspected _____			
- Return air grilles Est. total qty _____ No. locations inspected _____			