

2.4 Passive Shaft/Duct Visual Inspection Form

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Passive Shaft/Duct Identification:			
Location:		Area Served:	
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 (if servicing supply air): Location: Accessible for inspection? Y____N____(explain): _____ louvers, grates, screens or weather cap			
Exhaust outlet/louver (if servicing exhaust air): Location: Accessible for inspection? Y____N____(explain): _____ louvers, grates, screens or weather cap			
Supply air distribution (if servicing supply air): Supply air outlet(s) Est. total qty _____ No. locations inspected _____ Specify shaft substrate (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 fire dampers Est. total qty _____ No. locations inspected _____ Pipes/mechanical equipment, etc. located in shaft	P		
Return air distribution (if servicing exhaust air): Exhaust air inlet(s) Est. total qty _____ No. locations inspected _____ Specify shaft substrate (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 fire dampers Est. total qty _____ No. locations inspected _____ Pipes/mechanical equipment, etc. located in shaft			
Other (specify): 			
Other Information: 			
General impression (indicate recommendations for cleaning based on finding of WTC dust): 			