

# ICP Quality Assurance Checklist



Client:  
Project:  
Project Developer:  
QA Assessor:

ICP Protocol: Large Multifamily v2.0

## BASELINING CORE REQUIREMENTS

- 14-36 months utility data
- Utility baseline period
- End-use energy use estimates
- Weather data - related baseline
- 12 mos occupancy - related baseline
- Building asset data
- Baseline operational/performance data
- Normalized / regression-based baseline
- Utility rate structure  
*(if Demand Charges or Time of Use apply)*
  - Annual load profile
  - Average daily load profiles
  - Peak usage
  - TOU summary by month *(if applicable)*

## SAVINGS CALCULATIONS

- Software type
- Modeler credentials
- Weather file
- Model input files
- Model output files
- Model calibration
- Model process description
- Energy Efficiency Report
- Energy Conservation Measures (ECMs)
- Investment criteria
- ECM model variables
- ECM results and package results
- Cost estimates
- Quality assurance statement

## DESIGN, CONSTRUCTION, AND VERIFICATION

- Operational Performance Verification plan
- OPV authority credentials

## MEASUREMENT AND VERIFICATION

- Measurement and Verification plan
- M&V agent credentials

## OPERATIONS, MAINTENANCE, AND MONITORING

- Ongoing management regime

- Project Developer Requirements  
(Section 6 of ICP Protocols)

QA Assessor:

Reviewer\*:

Date:

Signature:

*\*Reviewer must be qualifying individual per ICP QA Application*



**By signing this ICP QA checklist, the ICP Quality Assurance Assessor attests to having reviewed the project development documentation and certifies that the project substantially follows the ICP Protocols and the ICP Project Development Specification. This Quality Assurance review and signature does not constitute a guarantee of energy savings performance, nor does it signify that the reviewer is taking professional responsibility for the required documents and engineering produced by the project developer.**