



for Gaz Métro Customers

Preparation guide for the energy savings evaluation report

PREPARATION GUIDE FOR THE ENERGY SAVINGS EVALUATION REPORT

This guide is intended for the person responsible to produce an energy evaluation in relation to work done on a building envelope. This evaluation is necessary in order to obtain financial assistance for a building admissible to the EEf's Energy Efficient Renovations program and whose reference consumption for heating surpasses 150,000 cubic meters per year.

To be considered valid, the report must be identified with its author's name and must contain the following basic information:

- General building description
- Gaz Métro account number of building affected by the project
- Address, city, postal code
- Building type and occupancy use (e.g. office building)
- For multi-unit buildings, specify number of units
- Total floor surface area
- Year of construction
- Number of floors
- Description of heating system (type, brand, year, efficiency, etc...)
- Indicate if there are heating sources other than natural gas used in the building. If so, specify the source as well as the percentage of its load on the total heating load
- Photo of building facade
- Expected date of start of work
- Expected date of end of work

1. FOR FENESTRATION WORK*

- Technical specifications of actual windows (description of frame, glazing, U-value of glazing with frame, etc...)
- Technical specifications of new windows (description of frame, glazing, U-value of glazing with frame, etc...)
- Estimate and/or plans and/or contractor proposal
- Total surface area of windows replaced
- Photos showing condition of actual windows
- Demonstration of the evaluation of expected energy savings (hypothesis and calculations of reduction due to thermal losses and infiltration, if any)*
- Result of expected yearly savings in cubic meters of natural gas (taking into consideration the efficiency of the heating system)
- Photos of the new windows (if work is completed at the time of writing up the report)

2. FOR ROOF AND WALL INSULATION

- Actual structural composition and R-value of nominal thermal resistance
- Intended structural composition after renovation and R-value of nominal thermal resistance
- Estimate and/or plans and/or contractor proposal
- Total surface area of affected structure
- Some photos taken during the insulation work
- Demonstration of the evaluation of expected energy savings (hypothesis and calculations of reduction due to thermal losses and infiltration, if any) *
- Result of expected yearly savings in cubic meters of natural gas (taking into consideration the efficiency of the heating system)

* if you undertake work resulting in a reduction of air infiltrations, you must use one of the two methods of calculation described in the [Preparation guide for the airtightness savings evaluation report](#). (PDF | 345 ko).

3. FOR GREENHOUSE THERMAL SCREENS INSTALLATION

- Dimensions and architectural description of affected greenhouses
- Type of cultivation
- Cultivation periods
- Cultivation room conditions (temperature, air renewal, etc...)
- Thermal screens specifications (provide technical brochure)
- Total surface area of intended screen
- Demonstration of the estimate calculation of the annual consumption reference (before screen installation) of affected greenhouses
- Demonstration of the evaluation of expected energy savings (hypothesis, references and calculations)
- Result of expected yearly savings in cubic meters of natural gas (taking into consideration the efficiency of the heating system)