

VENTILATION SYSTEM OVERVIEW

This template has been developed to support school districts in sharing information on ventilation systems at the school level. This includes information on how systems meet requirements for regular inspection and maintenance, and additional mitigations that have been put in place to promote student and staff safety throughout the pandemic.

Further to the directive from the Ministry, the District completed a District-wide audit of the ventilation and, filtration system operations in September 07, 2021, and this update for September 2022.

School District:	41 - Burnaby
School Name:	Alpha Secondary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Mechanical system is operating to best levels of outdoor air in addition recommending to open all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration.
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

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School District:	41 - Burnaby
School Name:	Armstrong Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Classrooms do not have mechanical ventilation.
	Portables are using MERV-13 filtration and are inspected separately Gym has mechanical ventilation with MERV-13 filtration
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	36 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to pre-heat the building.
Other Relevant Information:	System is operating at performance specifications.
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School District:	41 - Burnaby
School Name:	Aubrey Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.

	Building automation system is scheduled to pre-heat the building.
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School District:	41 - Burnaby
School Name:	Brantford Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Nothing else required
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.

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School District:	41 - Burnaby
School Name:	Brentwood Park Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.

	Building automation system is scheduled to pre-heat the building.
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School District:	41 - Burnaby
School Name:	Buckingham Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Some classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	10 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
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School District:	41 - Burnaby
School Name:	Burnaby Central Secondary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Mechanical system is operating to best levels of outdoor air in addition recommending to open all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration.
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

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School District:	41 - Burnaby
School Name:	Burnaby Mountain Secondary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration.
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
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School District:	41 - Burnaby
School Name:	Burnaby North Secondary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): MERV-13 filtration for classrooms with mixed air
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	Detail: Specifically identified office areas provided with air scrubber units
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Classrooms with window exhaust fans should be utilized to assist air movement. System is operating at performance specifications.
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School District:	41 - Burnaby
School Name:	Burnaby South Secondary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Portables are using MERV-13 filtration and are inspected separately.
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
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School District:	41 - Burnaby
School Name:	Byrne Creek Secondary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): MERV-13 filtration for classrooms with mixed air Balance of classrooms have 100% outdoor air with no mixed air. Portables are using MERV-13 filtration and are inspected separately Replacement schedule 3 times per year, September, December and Spring Break
	RECOMMENDATION: Use other air cleaning or treatment technologies
	Yes/No: No Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	System is operating at performance specifications.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
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School District:	41 - Burnaby
School Name:	Cameron Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.

	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
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School District:	41 - Burnaby
School Name:	Capitol Hill Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.

District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
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School District:	41 - Burnaby
School Name:	Cariboo Hill Secondary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration.
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
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School District:	41 - Burnaby
School Name:	Cascade Heights Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Some classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	12 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.

Other Relevant Information:	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
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School District:	41 - Burnaby
School Name:	Chaffey Burke Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.

	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
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School District:	41 - Burnaby
School Name:	Clinton Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Some classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	17 portable air cleaning units installed in classrooms and small offices ¹¹
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

This template has been developed to support school districts in sharing information on ventilation systems at the school level. This includes information on how systems meet requirements for regular inspection and maintenance, and additional mitigations that have been put in place to promote student and staff safety throughout the pandemic.

Further to the directive from the Ministry, the District completed a District-wide audit of the ventilation and filtration system operations in September 07, 2021, and this update for September 2022.

School District:	41 - Burnaby
School Name:	Confederation Park Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): Classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration
	Portables are using MERV-13 filtration and are inspected separately.
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	17 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930

Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Canada Way Education Centre
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Some classrooms do not have mechanical ventilation. Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All classrooms with mechanical ventilation systems are using MERV-13 filtration. Some classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.

Other Relevant Information:	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Douglas Road Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): Classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	24 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930

Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Duthie Union
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. MERV-13 filtration for classrooms with mixed air Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	5 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.

Other Relevant Information:	<p>Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.</p> <p>Building automation system is scheduled to pre-heat the building.</p> <p>Classrooms with window exhaust fans should be utilized to assist air movement</p>
District Contact for any Questions:	<p>Name: Rizwan Shawl, Maintenance Manager</p> <p>Phone Number: (604) 296-6930</p> <p>Email: Rizwan.Shawl@burnabyschools.ca</p>

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Edmonds Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. All classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	40 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Forest Grove Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration MERV-13 filtration for classrooms with mixed air Replacement schedule 3 times per year, September, December and Spring Break
	RECOMMENDATION: Use other air cleaning or treatment technologies
	Yes/No: No Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.

	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Gilmore Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Six classrooms without mechanical system. All others operating to best levels of outdoor air Recommend opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. 6 classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	14 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.

Other Relevant Information:	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Gilpin Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): Classrooms do not have mechanical ventilation. Pilot project ventilation in room 1. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
	RECOMMENDATION: Use other air cleaning or treatment technologies
	Yes/No: Yes
	14 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
	Name: Rizwan Shawl, Maintenance Manager

District Contact for any Questions:	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Glenwood Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols. Some classroom do not have mechanical ventilation Classrooms with mechanical ventilation systems are operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	10 portable air cleaning units installed in classrooms and small offices.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air. Non-ventilated classrooms are scheduled for pre-heat.
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.

District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Inman Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols. Six classrooms do not have mechanical ventilation Classrooms with mechanical ventilation systems are operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	12 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air. Non-ventilated classrooms are scheduled for pre-heat.
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.

District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Kitchener Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration 2 storey section only. Annex classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	11 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air. Non-ventilated classrooms are scheduled for pre-heat.

Other Relevant Information:	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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Further to the directive from the Ministry, the District initiated a District-wide audit of the ventilation and filtration system operations September 07, 2021.

School District:	41 - Burnaby
School Name:	Lakeview Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. All classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	23 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Lochdale Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.

	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Lyndhurst Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): Classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	13 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
Other Relevant Information:	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

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School District:	41 - Burnaby
School Name:	Marlborough East and West Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Some classrooms do not have mechanical ventilation. Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	8 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.

Other Relevant Information:	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

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School District:	41 - Burnaby
School Name:	Maywood Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.

	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

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School District:	41 - Burnaby
School Name:	Montecito Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.

	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Morley Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Some classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	25 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications. Building automation system is scheduled to pre-heat the building. Classrooms with window exhaust fans should be utilized to assist air movement
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Moscrop Secondary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Portables are using MERV-13 filtration and are inspected separately.
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930

Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Nelson Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): Classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration
	Portables are using MERV-13 filtration and are inspected separately.
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	32 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930

Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	New Modular Daycares (15)
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): MERV-13 filtration for classrooms with mixed air
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail:
Other Relevant Information:	System is operating at performance specifications.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Parkcrest Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	<p>Yes/No: Yes</p> <p>Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.</p> <p>Date of next inspection Complete systems check December 2022</p>
RECOMMENDATION: Increase supply of outside air	<p>Yes/No: Yes</p> <p>Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.</p>
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	<p>Yes/No: Yes</p> <p>Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Some classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Replacement schedule 3 times per year, September, December and Spring Break</p>
RECOMMENDATION: Use other air cleaning or treatment technologies	<p>Yes/No: No</p> <p>Detail: No other air cleaning technology required.</p>
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	<p>Yes/No: Yes</p> <p>Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.</p>
Other Relevant Information:	<p>System is operating at performance specifications. Building automation system is scheduled to pre-heat the building. This site is undergoing a significant seismic upgrade and may experience change or classroom movement. If further support is required, please contact through the principal.</p>
District Contact for any Questions:	<p>Name: Rizwan Shawl, Maintenance Manager</p> <p>Phone Number: (604) 296-6930</p> <p>Email: Rizwan.Shawl@burnabyschools.ca</p>

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Riverway Adult Education Centre
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.

District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Rosser Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.

District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Seaforth Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Some Classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building. This site is undergoing a significant seismic upgrade and may experience change or classroom movement. If further support is required, please contact through the principal.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Second Street Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols. Some classrooms do not have mechanical ventilation Classrooms with mechanical ventilation systems are operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Portables are using MERV-13 filtration and are inspected separately. Gym has mechanical ventilation with MERV-13 filtration Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	30 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air. Non-ventilated classrooms are scheduled for pre-heat.

Other Relevant Information:	System is operating at performance specifications.
District Contact for any Questions:	Building automation system is scheduled to pre-heat the building.
	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	South Slope Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	1 portable air cleaning units installed in room
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.

District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Sperling Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): Classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration
	Portables are using MERV-13 filtration and are inspected separately.
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	34 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930

Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Stoney Creek Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.

	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Stride Avenue Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.

	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

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School District:	41 - Burnaby
School Name:	Suncrest Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	4 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.

	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

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School District:	41 - Burnaby
School Name:	Taylor Park Secondary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): MERV-13 filtration for classrooms with mixed air Balance of classrooms have 100% outdoor air with no mixed air. Portables are using MERV-13 filtration and are inspected separately Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	System is operating at performance specifications.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Twelfth Avenue Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): Classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration
	Portables are using MERV-13 filtration and are inspected separately.
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	25 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930

Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

This template has been developed to support school districts in sharing information on ventilation systems at the school level. This includes information on how systems meet requirements for regular inspection and maintenance, and additional mitigations that have been put in place to promote student and staff safety throughout the pandemic.

Further to the directive from the Ministry, the District completed a District-wide audit of the ventilation and filtration system operations in September 07, 2021, and this update for September 2022.

School District:	41 - Burnaby
School Name:	University Highlands Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.

District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Westridge Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): All mechanical ventilation systems are using MERV-13 filtration. Gym has mechanical ventilation with MERV-13 filtration
	Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.

District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

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School District:	41 - Burnaby
School Name:	Windsor Adult Ed.
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): Portables have mechanical ventilation. Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	1 portable air cleaning unit installed in office
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.
Other Relevant Information:	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
	Name: Rizwan Shawl, Maintenance Manager

District Contact for any Questions:	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca

VENTILATION SYSTEM OVERVIEW

This template has been developed to support school districts in sharing information on ventilation systems at the school level. This includes information on how systems meet requirements for regular inspection and maintenance, and additional mitigations that have been put in place to promote student and staff safety throughout the pandemic.

Further to the directive from the Ministry, the District completed a District-wide audit of the ventilation and filtration system operations in September 07, 2021, and this update for September 2022.

School District:	41 - Burnaby
School Name:	Windsor Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Building automation systems reviewed daily via remote. Complete systems check September 2022.
	Date of next inspection Complete systems check December 2022
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Recommend opening all classroom windows and outside classroom doors and following all COVID-19 health and safety protocols Mechanical system is operating to best levels of outdoor air in addition recommending opening all classroom windows and outside classroom doors.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): Main school mechanical ventilation systems are using MERV-13 filtration. Annex classrooms do not have mechanical ventilation. Gym has mechanical ventilation with MERV-13 filtration Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	15 portable air cleaning units installed in classrooms and small offices
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Building automation system is scheduled to provide 2-hour pre/post regular school hours flush plus increase percentage outdoor air.

Other Relevant Information:	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
District Contact for any Questions:	Name: Rizwan Shawl, Maintenance Manager
	Phone Number: (604) 296-6930
	Email: Rizwan.Shawl@burnabyschools.ca