

# 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 initiated a District-wide audit of the ventilation, filtration system operations September 07, 2021.

<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Alpha Secondary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Armstrong Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail:
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Aubrey Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Brantford Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Nothing else required
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Brentwood Park Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Buckingham Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Burnaby Central Secondary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Burnaby Mountain Secondary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Burnaby North Secondary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: Yes
	Detail: Specifically identified office areas provided with air scrubber units
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	Classrooms with window exhaust fans should be utilized to assist air movement. System is operating at performance specifications.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Burnaby South Secondary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Byrne Creek Secondary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Cameron Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Capitol Hill Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Cariboo Hill Secondary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Cascade Heights Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Chaffey Burke Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>



# 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.

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Clinton Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Confederation Park Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
<b>Other Relevant Information:</b>	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Canada Way Education Centre
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Douglas Road Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
<b>Other Relevant Information:</b>	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Edmonds Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Forest Grove Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Gilmore Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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

<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Gilpin Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
<b>Other Relevant Information:</b>	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>



# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Glenwood Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Inman Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Kitchener Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Lakeview Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications.  Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Lochdale Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Lyndhurst Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
<b>Other Relevant Information:</b>	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Marlborough East and West Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# 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 initiated a District-wide audit of the ventilation, filtration system operations September 07, 2021.

<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Maywood Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>



# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Montecito Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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

<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Morley Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Moscrop Secondary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	Every classroom has mechanical ventilation with MERV-13 filtration. System is operating at performance specifications.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Nelson Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
<b>Other Relevant Information:</b>	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	New Modular Daycares (15)
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: Complete systems check September 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail:
<b>Other Relevant Information:</b>	System is operating at performance specifications.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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

<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Parkcrest Elementary
<b>REQUIREMENT:</b> 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 2021.</p> <p>Date of next inspection Complete systems check December 2021</p>
<b>RECOMMENDATION:</b> 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>
<b>RECOMMENDATION:</b> 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>
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	<p>Yes/No: No</p> <p>Detail: No other air cleaning technology required.</p>
<b>RECOMMENDATION:</b> 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>
<b>Other Relevant Information:</b>	<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>
<b>District Contact for any Questions:</b>	<p>Name: Matt Foley, Energy Manager</p> <p>Phone Number: (604) 296-6930</p> <p>Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a></p>

# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Riverway Adult Education Centre
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Rosser Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>



# VENTILATION SYSTEM OVERVIEW

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

<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Seaforth Elementary
<b>REQUIREMENT:</b> 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 2021.</p> <p>Date of next inspection Complete systems check December 2021</p>
<b>RECOMMENDATION:</b> 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>
<b>RECOMMENDATION:</b> 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 Portables are using MERV-13 filtration and are inspected separately. Replacement schedule 3 times per year, September, December and Spring Break</p>
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	<p>Yes/No: No</p> <p>Detail: No other air cleaning technology required.</p>
<b>RECOMMENDATION:</b> 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>
<b>Other Relevant Information:</b>	<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>
<b>District Contact for any Questions:</b>	<p>Name: Matt Foley, Energy Manager</p> <p>Phone Number: (604) 296-6930</p> <p>Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a></p>

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

<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Second Street Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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

<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	South Slope Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Sperling Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
<b>Other Relevant Information:</b>	System is operating at performance specifications.  Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Stoney Creek Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
	Email: <a href="mailto:Matt.Foley@burnabyschools.ca">Matt.Foley@burnabyschools.ca</a>

# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Stride Avenue Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Suncrest Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Taylor Park Secondary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Twelfth Avenue Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Room 8 with air scrubber.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail:
<b>Other Relevant Information:</b>	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	University Highlands Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
	Phone Number: (604) 296-6930
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# VENTILATION SYSTEM OVERVIEW

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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Westridge Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	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.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Windsor Adult Ed.
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications.
	Building automation system is scheduled to pre-heat the building.
<b>District Contact for any Questions:</b>	Name: Matt Foley, Energy Manager
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<b>School District:</b>	41 - Burnaby
<b>School Name:</b>	Windsor Elementary
<b>REQUIREMENT:</b> 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 2021.
	Date of next inspection Complete systems check December 2021
<b>RECOMMENDATION:</b> 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.
<b>RECOMMENDATION:</b> 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
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: No other air cleaning technology required.
<b>RECOMMENDATION:</b> 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.
<b>Other Relevant Information:</b>	System is operating at performance specifications. Building automation system is scheduled to pre-heat the building.
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