PERFORMANCE TESTED COMFORT SYSTEMS®

Last Updated April 2022

PTCS® Duct Sealing Optional Data Collection Tool

1) **Enter all data on a mobile device or computer** at ptcs.bpa.gov using the certified technician's account. This optional form can be filled out for later entry online. Issues entering data? Submit this form for entry:
   - Customers of Bonneville Power Administration (BPA) utilities: email ResHVAC@bpa.gov, fax to 1.877.848.4074, or call 1.800.941.3867
   - Customers of PGE or Pacific Power: email Residentialforms@energytrust.org or call 1.866.365.3526
2) **Submit the Registry Installation Report** (found online) **and additional required documents to the customer utility.** Unless requested by the utility, submission of this form is not required.

Site Information

PTCS Tech #	**PTCS Tech Name**	**Install Date**	**Electric Utility**
Installation Site Address		**Site City**	**Site State** / **Site Zip**

Home Type: ☐ Existing Site Built ☐ Manufactured: **# of Sections** ☐ 1 ☐ 2 ☐ 3 — **Heated Area:** Sq Ft

Foundation Type (Site Built): ☐ Crawlspace ☐ Full Basement ☐ Half Basement ☐ Slab

Existing Heating System:
☐ Electric Forced Air w/out AC ☐ Electric Forced Air w/ AC ☐ Electric Zonal ☐ Air Source Heat Pump ☐ Ground Source Heat Pump
☐ Natural Gas Furnace (Gas Company: _____) ☐ Other Non-Electric Space Heating: _____
Back up Heat: ☐ None ☐ Electric Forced Air ☐ Electric Zonal ☐ Natural Gas Furnace ☐ Non-Electric Space Heating

Location of Duct Work. Ducts are considered to be in unconditioned space when they are in vented crawlspaces, attics, and unheated garages. Basements are considered conditioned space. The bellies of manufactured homes are considered accessible.
Are at least 30% of supply ducts in unconditioned space and accessible? ☐ Y ☐ N *If no, home does not qualify for duct sealing.*

# Supply	# Returns

House Pressurization and Duct Blaster Tests

Work must be done to PTCS Duct Sealing Specification found at bpa.gov/goto/reshvac.

Do either of these conditions apply?
☐ Record Only (No duct sealing done)
☐ PTCS Certification ONLY (Pre-test leakage below requirement)

Testing Equipment Used:
☐ Energy Conservatory ☐ RetroTec ☐ Other:

Duct Insulation *(select one):* ☐ Ducts were not insulated **OR** ☐ Existing duct insulation was re-installed **OR** ☐ New insulation was installed

House Pressurized (Blower Door) to:	**Duct Blaster Location:**	**Pressure Tap Supply Register Location:**
☐ +50Pa ☐ Other Pa	☐ Return Grille ☐ Other:	

Duct Leakage Test:
DUCT BLASTER CFM READING with Duct Pressure at 0Pa with respect to house and Blower Door @ +50Pa.

Duct Blaster Fan Pressure:
It is the fan pressure, NOT the house pressure.
(Ex. Ring 1, 78 Pa Fan Pressure, 364 CFM)

Note:
CFM leakage is calculated in the online registry using the ring size and fan pressure.

		Existing Home, Site Built	***Manufactured Home***
Pre-Test	**Pre-test Ring**	☐ 1 ☐ 2 ☐ 3 ☐ Open ☐ H ☐ M ☐ L	☐ 1 ☐ 2 ☐ 3 ☐ Open ☐ H ☐ M ☐ L
	Duct Blaster Fan Pressure	Pa	Pa
	Duct Blaster CFM	CFM	CFM
	Pre-leakage Requirements	☐ ≥ 250 CFM (**>1667 sq ft**) ☐ ≥ 15% of home's sq ft	☐ ≥ 100 CFM, Single Wide ☐ ≥ 150 CFM, Double Wide ☐ ≥ 225 CFM, Triple Wide
Post-Test	**Post-test Ring**	☐ 1 ☐ 2 ☐ 3 ☐ Open ☐ H ☐ M ☐ L	☐ 1 ☐ 2 ☐ 3 ☐ Open ☐ H ☐ M ☐ L
	Duct Blaster Fan Pressure	Pa	Pa
	Duct Blaster CFM	CFM	CFM
	Leakage Reduction Requirements	☐ ≤ 10% of home's sq ft ☐ ≥ 50% **Reduction**	☐ ≤ 50 CFM, Single Wide ☐ ≤ 80 CFM, Double Wide ☐ ≤ 110 CFM, Triple Wide ☐ ≥ 50% **Reduction**

Specification Requirements The duct sealing at this site meets program requirements including: repairs, metal ducts secured with screws, flex duct interior and exterior liners secured with nylon straps or steel band clamps, ducts are supported and off the ground, boots are mechanically fastened to floor/ceiling, plenum, main ducts, takeoffs and boots sealed, and a good faith effort was made to remove existing duct tape and cover with mastic. ☐ **Y** ☐ **N**

Combustion Appliance Zone (CAZ)

Check for common CAZ devices, such as fireplaces, wood stoves, gas furnaces, and gas water heaters.

Are there any combustion appliances in the home? ☐ Y ☐ N	**Is there a UL-approved and functioning CO detector installed in the home?** ☐ Y ☐ N

A carbon monoxide (CO) detector installed in the home is **required** in all cases where a sealed or non-sealed combustion appliance is located in a conditioned space or attached structure i.e. garage. RECOMMENDED CO detector specifications: UL 2034/CSA 6.19-01, digital display, peak CO memory and recall.

Notes