# 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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| **School District:** | 70 - Alberni |
| **School Name:** | Ucluelet Elementary |
| **REQUIREMENT:**<br>Regular inspection and maintenance of HVAC systems | Yes/No:<br>Yes |
| | Date of last inspection:<br>2021-11-30 |
| | Date of next inspection:<br>2022-03-09 |
| | Date and type of most recent maintenance:<br>2021-11-30 Belts changed as req'd. Controls checked. Enclosures cleaned. Filters changed (if Summer or Winter service) |
| **RECOMMENDATION:**<br>Increase supply of outside air | Yes/No:<br>Yes |
| | Detail:<br>Supply of outside air has been adjusted to the maximum |
| **RECOMMENDATION:**<br>Upgrade filtration, including installing MERV-13 filters, where possible | Yes/No:<br>Yes |
| | Detail (Including filter grade):<br>MERV13 filtration installed in all recirculating systems (Portable Only)<br>MERV11 filtration in all other applications<br><br>NOTE: ALL filters will be changed to MERV13 when the Winter 2022 filter replacement is completed |
| **RECOMMENDATION:**<br>Use other air cleaning or treatment technologies | Yes/No:<br>Yes |
| | Detail:<br>SD to purchase HEPA filtration unit for UES Portable (Winter 2022) |
| **RECOMMENDATION:**<br>Manage energy use and air distribution through building automation control systems | Yes/No:<br>Yes |
| | Detail:<br>HVAC system is fully automated with a user interface |
| **Other Relevant Information:** | Inspection Frequency: AHU's are inspected twice/year (Summer & Winter), UV's are inspected four times/year (Summer, Fall, Winter & Spring)<br><br>Filter Replacement Frequency: AHU & UV twice/year (Summer & Winter) |

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| **District Contact for any Questions:** | Name: Dan Fuller – HVAC Technician |
| | Phone Number: 250-720-6895 |
| | Email: dfuller@sd70.bc.ca |