

# 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>                                                                                      | 70 - Alberni                                                                                                                                                                       |
| <b>School Name:</b>                                                                                          | Wickaninnish Community School                                                                                                                                                      |
| <b>REQUIREMENT:</b><br>Regular inspection and maintenance of HVAC systems                                    | Yes/No:<br>Yes                                                                                                                                                                     |
|                                                                                                              | Date of last inspection:<br>Summer 2021                                                                                                                                            |
|                                                                                                              | Date of next inspection:<br>Fall 2021                                                                                                                                              |
|                                                                                                              | Date and type of most recent maintenance:<br>Filters replaced and belts changed as required. Controls checked. Air Handling Unit (AHU) and Unit Ventilator (UV) enclosures cleaned |
| <b>RECOMMENDATION:</b><br>Increase supply of outside air                                                     | Yes/No:<br>Yes                                                                                                                                                                     |
|                                                                                                              | Detail:<br>Supply of outside air has been adjusted to the maximum                                                                                                                  |
| <b>RECOMMENDATION:</b><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 (Portables Only)<br>MERV11 filtration in all other applications                       |
| <b>RECOMMENDATION:</b><br>Use other air cleaning or treatment technologies                                   | Yes/No:<br>No                                                                                                                                                                      |
|                                                                                                              | Detail:<br>Heating, Ventilation, and Air Conditioning Systems ("HVAC systems") that operate properly do not contribute to the spread of communicable diseases                      |
| <b>RECOMMENDATION:</b><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                                                                                                                    |
| <b>Other Relevant Information:</b>                                                                           | Inspection Frequency – AHU every 3 months / UV every 6 months<br>Filter Replacement Frequency – AHU / UV every 6 months                                                            |
| <b>District Contact for any Questions:</b>                                                                   | Name: Dan Fuller – HVAC Technician                                                                                                                                                 |
|                                                                                                              | Phone Number: 250-720-6895                                                                                                                                                         |
|                                                                                                              | Email: dfuller@sd70.bc.ca                                                                                                                                                          |