

Investigation Study Checklist

Please ensure that the following items are included within the Investigation Study.

- Summary of electrical energy and demand savings per measure, including:
 - Energy savings expressed in kWh
 - Demand savings expressed in kW or kVA
 - Power Factor
 - Peak Coincidence Factor
 - Measure Life

- Project timelines, including:
 - Expected implementation start date
 - Expected implementation end date

- Financial summary per measure, including:
 - Incremental implementation cost
 - Non-electrical costs or benefits
 - Simple payback

- Detailed measurement and verification plan to verify the actual energy and demand savings, in accordance with the International Performance Measurement & Verification Protocol (IPMVP).

- All necessary supporting documentation included as attachments or appendices, including:
 - Completed Master List of Findings
 - Investigation study invoice
 - Screenshots or photos of current schedules and setpoints
 - Trend logs or data logger files documenting current system conditions
 - Quotes for equipment and labour
 - Detailed assumptions and calculations

A comprehensive guide to help you complete your investigation study report is available at www.energycns.ca/investigation-study-guide