



# Title 24, Part 6 Acceptance Testing

The process for shared success.

## II ACCEPTANCE TESTING COMPLETED

Stakeholders can now reap the rewards.

For **Contractors**, a high performance building will add to your strong reputation for delivering quality work.

For **Building Officials**, you can have confidence that your community will occupy a safe, healthy, and efficient building.

For **Design Engineers**, successful Acceptance Testing means your well-laid plans were correctly executed to deliver a building that performs as you intended.

For **Building Owners**, Acceptance Testing helps deliver safe and comfortable buildings, while also lowering operating costs through improved energy efficiency and reliability.

### 9 INSPECT

Building Officials review the completed acceptance forms. During the final inspection, they may have questions or wish to reproduce a sample of the documented results. If an inspection reveals a noncompliant system, corrective action will be required.



### 10 OCCUPY

After Building Officials approve the test results and determine that the building complies with applicable codes and standards, the Building Department issues a Certificate of Occupancy.



7 If the system does not pass the test, correct any deficiencies then re-perform. Repeat until the system earns a pass.



6 A skilled technician performs the functional test. Some tests require the cooperation of multiple parties, so the technician and Responsible Party work together to get the necessary people onsite for the test.

**TIP:** Combine tests to save time and resources.

8 As the tests are completed, fill out the corresponding forms and submit to the Responsible Party. The Responsible Party will review the forms, address any outstanding questions, and then sign and submit the forms to the building official.

**TIP:** Timely submission will help avoid delayed occupancy and cost overruns.



### 5 ACCEPTANCE TESTING

The Responsible Party may hire another party, such as a sub-contractor, to perform functional tests. This often makes sense when another party has the necessary tools and training. Still, the Responsible Party makes sure the sub-contractor delivers the required testing.

Preparation for the tests includes reviewing the tests' objectives and procedures and gathering the correct forms and equipment. The Nonresidential Compliance Manual, Chapter 10 (as well as the forms located in the Manual's appendix) is an essential resource.

Before a sub-contractor can perform the functional test, the Responsible Party must review the Installation Certificate and inspect the system to ensure it is properly installed and calibrated.



### DESIGN

2 The Project Engineer defines the building's systems and determines the appropriate Title 24, Part 6 Acceptance Tests, assigning a Responsible Party to each. Often, the contractor responsible for building the system will be named as the Responsible Party.

1 I want a safe building that keeps occupants comfortable.



### PLAN REVIEW

3 The Plans Reviewer confirms that the appropriate Acceptance Tests are identified in the construction documents and assigned to Responsible Parties. For a list of building systems and their corresponding Acceptance Tests, refer to Table 2-3 of the Nonresidential Compliance Manual.



### BUILD

4 The contractor, or other Responsible Party, reviews the construction documents to see what tests are required and includes testing in the project budget and schedule. At-a-Glance tables in the Nonresidential Compliance Manual give a quick summary of each test's scope.



The Energy Standards Hotline  
(916) 654-5106  
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hosted by the California Energy Commission's Efficiency and Renewable Energy Division

Access resources online at [www.bit.ly/Title24](http://www.bit.ly/Title24)

