

Air Source Heat Pump Installation Quality Assurance Checklist

In order for a residential heat pump system in Concord to be eligible for a rebate, installers must be prepared to attest on a post-installation QA form (<https://cmlp.jotform.com/233374569100151>) that the following industry best practices have been followed. Please ensure that these standards are met during installation:

- If you decommissioned an existing system containing refrigerant, was the refrigerant safely recovered per EPA guidelines?
- Were the line set(s) pressure tested using dry nitrogen and evacuated with vacuum pump per manufacturer's instructions? CMLP strongly urges you to follow the attached ASHRAE recommendations for preventing refrigerant leaks during the installation.
- Are all line set penetrations into the home covered with PVC, rodent proof, air sealed with sealant or spray foam?
- Is the condensate line(s) sloped downhill and away from crawlspaces, walkways, and other outdoor equipment?
- Does each outdoor unit allow for free air flow and provide adequate clearance of at least 12" snow depth (unless shielded from snowfall)?
- Is every outdoor unit level side-to-side and front-to-back?
- Is all new ductwork sealed and insulated to a minimum of R-8?
- Are all applicable breakers clearly labeled on the electrical panel?
- If thermostats are used, are they on interior walls, away from direct sunlight, appliances, or drafts?
- Has the customer been shown how to correctly use the thermostat/remote control?