

breeam:ecohomes

**Ecohomes 2006 –
The environmental rating for homes**

Developer Sheets – 2006 / Issue 1.1

August 2006

bre

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EH03 Developer Sheets

Issue Status

Date	Issue	Reason	By
21/8/06	1.1	Correction of footnotes	CB

This document is designed to be printed double sided. Please try to do this, preferably using recycled paper.

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Introduction

This document is to be completed by the developer (or their agent) as part of the Ecohomes assessment under BRE's Ecohomes Scheme.

It is important for the developer to liaise with the assessor and it is helpful to be familiar with the working details of the Ecohomes *Guidance. The Guidance - 2006*, can be downloaded from the Ecohomes website www.Ecohomes.org.

The document is laid out in individual credits within the main credit categories listed in the Ecohomes Scheme as follows:

- Energy (Credits are coded Ene 1 – Ene 6)
- Transport (Credits are coded Tra1 – Tra 4)
- Pollution (Credits are coded Pol 1 – Pol 5)
- Materials (Credits are coded Mat 1 – Mat 4)
- Water (Credits are coded Wat 1 – Wat 2)
- Land Use and Ecology (Credits are coded Eco 1 – Eco 5)
- Health and Wellbeing (Credits are coded Hea1 – Hea 3)
- Management (Credits are coded Man 1- Man 4)

Documentary requirements

For all assessments, it is the Developer's responsibility to ensure that the correct evidence is provided. Without the evidence, the assessor cannot award the credits, and it is to everyone's advantage to ensure that the evidence is as complete as possible when first submitted. Obviously, if a credit is not being sought, evidence need not be provided or the supplementary questions and tables completed.

There **must** be documentary evidence to support any claim, and you should label the evidence with the section number, e.g. *Ene 1*. It is suggested you attach the evidence at the end of each major section, i.e. *Ene, Tra*, etc.

BRE will accept evidence in the following form(s) (in order of preference):

1. specific wording in the development specification
2. specific information on the drawings (this may be a reference to the relevant clause in the specification)
3. a letter of instruction to the contractor/supplier
4. a formal letter from the developer to the Ecohomes assessor, giving the specific undertaking (this should only be used if there is a late change to the development and options 1-3 cannot be carried out in time for the Ecohomes submission).

Throughout this document you may be asked to include similar drawings in different sections. Only one set of drawings needs to be included, if they cover all the issues where credits are sought.

Quality Assurance

As part of the BRE Quality Assurance scheme, BRE reserves the right to audit any assessment. This may include inspection of documentary evidence and the properties submitted for assessment.

General Information

Developer

Company name:	
Form completed by:	Signature:
Address:	
Tel:	Fax:
e-mail:	

Assessor

Company name:	
Assessment carried out by:	Signature:
Address:	
Tel:	Fax:
e-mail:	

The Development

Site name:	
Site reference number:	
Address:	
Names and numbers of each house/ flat type:	
Total number of units:	
Plot numbers:	Site layout plan number:
Other information:	

Ene 1 Dwelling Emission Rate

Credits Available										
0	1	2	3	4	5	6	7	8	9	10
11	12	13	14	15						

Please state if this credit is being sought.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
---	------------	--------------------------	-----------	--------------------------

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the completed Standard Assessment Procedure (SAP 2005) worksheets, calculated by an accredited SAP assessor for all homes (see *The Guidance* for details).
2. The Dwelling Emission Rate (DER), and Target Emission Rate (TER, if applicable) for each home (from an accredited SAP assessor).
3. Proof of Building Regulation Compliance
4. Copies of the relevant specifications.
5. Detailed drawings of the design (including compass orientation and site position).
6. Where renewables, CHP or air conditioning is being provided, details of the systems.

Table 1 – Dwelling Emission Rate	Yes	No
Clear instructions for any renewables, CHP or air-conditioning system have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		
Have the SAP worksheets been included for all homes?		

Please detail information sources for SAP calculations and any air conditioning systems:

Table 2 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Air conditioning

Table 3: Requirements for air conditioning

House Type	No of units	Proportion of floor area cooled (0-1)	Heat loss coefficient (SAP box 37)	Description of air conditioning system including fuel type, controls and seasonal coefficient of performance.
Cooling degree days for the region				

Duplicate the above tables for additional house types if require

A copy of all data, manufacturers' and/or design calculations, must be included with the submission.

Please also indicate if the installation covers the whole development or only certain dwellings, etc.

Ene 2 Building Fabric

Credits Available

0	1	2
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

New & Refurbished Properties

For new & refurbished properties, the assessor will use the same SAP 2005 worksheets for each house type as provided for Section Ene 1.

Table 1 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Ene 3 Drying Space

Credits Available

0	1
---	---

Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications.
2. Drawings of the location and features of the drying space.

Table 1 – Drying space provisions

	Yes	No
Clear instructions for the drying space have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		

Table 2 – Details of external drying space

	Yes	No
Are external drying spaces being provided? (If not, do not complete the remainder of this table.)		
Is there:		
a private or secure communal garden?		
or a balcony or terrace meeting the requirements?		
If the external space is shared/communal, does it have locked access for the users only?		
Are footings or posts installed to hold a minimum line of; 6m for 3+ bed units, or 4m for 1 or 2 bed units provided?		
Does this cover all dwellings?		

Table 3 – Details of internal drying space	Yes	No
Are internal drying spaces being provided? (If not, do not complete the remainder of this table.)		
Is there an unheated space with good natural ventilation, or a heated space with adequate controlled ventilation, i.e. extract fan with humidistat or passive vents?		
Has no additional heating been installed to dry clothes?		
If the internal space is shared/communal, does it have locked access for the users only?		
Are there fittings to hold a minimum line of; 6m for 3+ bed units, or 4m for 1 or 2 bed units provided?		
Does this cover all dwellings?		

Table 4 – Internal drying space location		
Dwelling type	Dwelling type name	Drying location
1		
2		
3		
4		
5		
6		
7		
8		

Table 5 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Dish washer			
Washing machine			
Tumble dryer			
		Yes	No
Have above appliances been provided to all homes?			
If not all of above appliances are provided, have information about the EU Energy Labelling Scheme been provided to all homes?			
Is a copy of this leaflet included?			
		Yes	No
If no white goods are to be provided, has information regarding the EU Energy Efficiency Labelling Scheme been provided?			
Is a copy of this leaflet included?			

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Ene 5 Internal Lighting

Credits Available

0	1	2
---	---	---

Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications stating type and location of all Internal lighting.
2. Drawings showing the location and type of ALL Internal light fittings.
3. Manufacturers literature confirming that the low energy fittings are dedicated and have an efficiency of at least 40 lumens per watt (Fluorescent fittings including CFL's will normally meet this requirement).

Table 1 – Internal lighting provision

	Yes	No
Clear instructions for the supply and location of the Internal light fittings have been given the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		
Do the above instructions clearly define the type of control for ALL the relevant fittings?		

Internal Lighting

Please complete the following table for each house type on the development. If the specification is the same for all house types, state this on the table and fill in one table only. Duplicate the table as required.

Table 3 - Internal lighting				
House type:				
		Applies to all house types (Y/N):		
Room	Room name	Dedicated fitting (Y/N)	Type of fitting/bulb	Does this cover all fittings in the room? (Y/N)
1				
2				
3				

4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

Table 2 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Ene 6 External Lighting

Credits Available

0	1	2
---	---	---

Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications stating type and location of all external lighting.
2. Drawings showing the location and type of ALL external light fittings.
3. Manufacturers literature confirming type of fittings, highlighting details sufficient to meet the *Credit Requirements* and the *Guidance*.

Table 1 – External lighting provision

	Yes	No
Clear instructions for the supply and location of the external light fittings have been given the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		
Do the above instructions clearly define the type of control for ALL the relevant fittings?		

Table 2 – Space lighting*

	Yes	No
Do all lights in outbuildings/covered space/front doors have dedicated CFL fittings or strip lights?		
Does all external feature lighting have dedicated CFL fittings or strip lights?		
Additionally for block of flats.		
Are all communal lobbies, main external entrances, internal porches, external steps and pathways equipped with dedicated fluorescent fittings (or more efficient luminaires like SON) controlled by timedlocks or daylight sensors?		
Are all hallways, landings, stairwells, internal corridors and garages equipped with dedicated fluorescent fittings that are controlled by push button time switches/ occupant sensors or equivalent?		
Are all communal rooms such as laundries, cycle and other storage spaces equipped with dedicated fluorescent fittings and manual switching or occupant sensors?		
Does this cover the whole development?		

Table 3 – Security lighting*	Yes	No
Is security and/or intruder lighting provided?		
What is the maximum wattage for individual fittings?		W
Are these fitted with movement detecting shut-off devices (PIR)?		
Are these fitted with daylight cut-off sensors?		
Is other security lighting provided?		
Are these all dedicated CFL fittings or strip lights?		
Are these all fitted with dawn to dusk sensors or timers?		
Does this cover the whole development?		

* For the definitions of Space and Security lighting please refer to *the Guidance*.

Table 4 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Tra 1 Public Transport

Credits Available

0	1	2
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. A plan of the site and surrounding area highlighting:
 - transport node(s) (e.g. bus stop) and routes
 - pedestrian routes, including crossings of all major roads to the transport links
 - scale.
2. The appropriate timetable(s).
3. Timescale over which the transport node will be made available if not already in place.

Table 1 – Location of the development

Yes

No

	Yes	No
Urban		
Suburban		
Rural		

For the definitions of Urban, Suburban and Rural please refer to the *Guidance*.

Table 2 – Distances

Distance by foot from the furthest dwelling to the nearest public transport node	m
Distance by foot from the nearest dwelling to the nearest public transport node	m
Percentage of dwellings within 500m walking distance	%
Percentage of dwellings within 1000m walking distance	%

Table 3 – Transport modes	Available (please tick)	Frequency (minutes)	Does it go to town centre? (Y/N)	Is there a safe pedestrian route to the node? (Y/N)
Bus				
Train				
Tube				
Other (please specify):				

Table 4 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Table 2 – Cycle storage document provisions		Yes	No
Clear instructions for the provision of cycle storage have been given in the following form(s):			
Specific wording in the development specification.			
Specific information on the drawings.			
A letter of instruction to the contractor/supplier.			
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.			

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Tra 3 Local Amenities

Credits Available

0	1	2	3
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

- A plan of the site and surrounding are highlighting:
 - local amenities – these should be named (e.g. food shop), preferably with the trading name
 - pedestrian routes, including crossings of all major roads to the local amenity
 - Scale.
- Timescale over which the amenities will be made available if not already in place.

Table 1 – Distances to amenities

Amenity	Distance to amenity* (m)	% of development within range of amenity
Food shop		Within 500m
Post box		Within 500m
Postal facility		Within 1000m
Food Shop (if not within 500m see above)		Within 1000m
Bank or cash machine		Within 1000m
Pharmacy		Within 1000m
Primary school		Within 1000m
Medical centre (GP practice)		Within 1000m
Leisure centre		Within 1000m
Community centre		Within 1000m
Place of worship		Within 1000m

Public house			Within 1000m
Children's play area			Within 1000m
Outdoor open access public area			Within 1000m

* The distance should be measured as the actual distance you will have to walk/ drive from the front door of the dwelling to the amenity. Distances measured over a straight line are not acceptable.

Table 2 – Safe pedestrian route		Yes	No
Are there safe pedestrian routes to the amenities scored?			

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Tra 4 Home Office

Credits Available

0	1
---	---

Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications stating the home office location and required services.
2. Drawings showing the location and features of the home office.

Table 1 – Home office provisions	Yes	No
Clear instructions for the provision of the home office have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		

Table 2 – Home office availability	Yes	No
Is there a room, which that the requirements for use as a home office for each different house type?		
Does this cover 100% of the development?		

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Pol 1 Insulant GWP

Credits Available	
0	1

Please state if this credit is being sought.	Yes	No
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If yes, please provide the information requested in this section, and complete the tables.

1. Copy of the relevant specifications.
2. Drawings (if applicable) showing the insulation details.
3. Manufacturer's details confirming for those insulation materials not inherently having a GWP of less than 5, giving sufficient information to check that the insulation meets the Credit Requirements both in composition and manufacture.

Table 1 – Insulant ODP and GWP	Yes	No
Clear instructions for the provision of insulation materials that avoid substances with a global warming potential (GWP) of 5 or more (and an ODP of more than zero) have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		
Has manufacturers' information been supplied for insulants that do not inherently have a global warming potential (GWP) of less than 5 (and an ODP of zero)?		

Table 2 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Table 3 – Insulation types

Insulation type	Ref. no.	External walls	Internal walls	Doors	Window lintels	Roof	Loft Access	Floor	Foundations	Hot water tank	Pipework
No insulation											

Pol 2 NO_x Emissions

Credits Available

0	1	2	3
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

- Copy of the relevant specifications.
- Drawings (if applicable) showing the heating and hot water systems.
- Details of primary and secondary space and hot water heating systems. Such details should include the estimated annual consumption (from the SAP calculations).
- Where fossil fuel boilers are present:
 - Make, model and dry NO_x levels and/or class of boiler specified.
 - Confirmation of NO_x levels and/or class from manufacturer, e.g. manufacturer's literature. Printouts from manufacturers' websites are acceptable if the web address is included. (Note: If NO_x levels are not in the literature, details can generally be obtained from the technical sales department of the relevant manufacturer.)
 - Type of flue i.e. open or balanced.

NO_x levels may be stated in the general contract specification as an alternative to supplying the make and model of a specific boiler..
- Where any other system (apart from grid electricity) is present:
 - Details of the system
 - Confirmation of NO_x levels from manufacturer.
- Where the heat load is estimated to be less than 8% of the heat load of a Building Regulation (2006) compliant home of the same type and size, SAP calculations for both the base case and the '< 8% home case' are required.

Table 1 – NO_x provision

	Yes	No
Clear instructions for the levels of NO _x have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		

If more than one type of heating system, have the SAP worksheets been included for each house type?		
If fossil fuel boilers, has proof of the NO _x emissions or BS class been included?		
If CHP, renewables or wood is specified, have details of the output and NO _x emissions been included?		

Table 2 – Fossil fuel boiler details				
	Boiler make	Boiler model	Open flued (Y/N)	NO _x emissions or BS class
Boiler 1				
Boiler 2				
Boiler 3				

Table 3 – Alternative heating/ hot water sources		Yes	No
Do any dwellings have a secondary heating or hot water system?			
Are any dwellings heated by electricity?			
Are they fully or partially heated by electricity?			
Is this electricity from:			
National Grid			
CHP			
- what are the heat related NO _x emissions from the CHP plant?			mg/kWh
Renewable energy			
- have full details been attached?			
Is the heating/ hot water fuelled from wood, other bio fuel or renewables?			
If yes, provide details of the NO _x emissions?			mg/kWh
- have full details been attached?			

Table 4 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Pol 3 Reduction of Surface Runoff

Credits Available

0	1	2
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Please state if this credit is being sought.

Yes	
-----	--

No	
----	--

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications stating the aim, location and details of any run-off attenuation devices.
2. Drawings showing as a minimum:
 - Scale
 - location and details of run-off attenuation devices.
3. Design team calculations relevant to the credit including:
 - The type and storage volume (l) of the attenuation measures.
 - Total area of hard surfaces (m²),
 - Peak flow rate (l/s)
 - Rainfall intensity of the design storm event
 - Soil infiltration rate (for soakaways).
4. Written confirmation of advice and approval from the relevant statutory body for the attenuation facilities specified. This should also state the flood risk area and the attenuation required in that area.

Table 1 – Runoff provisions

	Yes	No
Clear instructions for the provision of the surface water attenuation has been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		

Table 2 – Surface runoff control methods	Yes	No
Surface runoff controlled by the following forms:		
Permeable paving		
Soakaway		
Holding ponds, swales, etc		
Other (state)		
Roof runoff controlled by the following forms:		
Soakaway		
Holding ponds, swales, etc		
Green roof		
Other (state)		

Table 3 – Calculation attachments	Yes	No
The following information is attached:		
Design team calculations		
Approval from relevant statutory bodies		

Table 4 – Summary of design team calculations – Hard surfaces run-off	
External hard surface area (m ²)	
Design storm and / or flooding frequency (years)	
Design rainfall for the site (mm)	
Peak flow (run-off) rates	
Storage volume of attenuation facilities	
Maximum discharge time from full to half volume	

Table 5 – Summary of design team calculations – Roof run-off	
Total roof surface area (m ²)	
Design storm and / or flooding frequency (years)	
Design rainfall for the site (mm)	
Peak flow (run-off) rates	
Storage volume of attenuation facilities	
Maximum discharge time from full to half volume	

Table 6 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Pol 4 Renewable and Low Emission Energy Source

Credits Available			
0	1	2	3

Please state if this credit is being sought.	Yes	No
--	-----	----

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the SAP worksheets for each home supplied with the renewable or low emission energy source (from accredited SAP assessor)
2. The appropriate drawings and specification should show the type of renewable or low emission energy source/s location and details sufficient to meet the *Credit Requirement* and the *Guidance*.
3. Copies of manufacture details, or similar, about the renewable or low emission energy system stating estimated heat or electricity output.
4. Calculations showing the anticipated annual energy production from any renewable or low emission energy sources.
5. Confirmation that a feasibility study has been carried out.

Table 1 – Renewable and Low Emission Energy Source	Yes	No
Clear instructions for the provision of the renewable or low emission energy source has been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		

Table 2 – Details of Renewables and Low Emission Energy Sources	Yes	No
Are any dwellings heated (space and/ or hot water) by renewables and or low emission energy sources?		
Is this heat from:		
Active solar thermal		
Wind turbine		
Micro –hydro		
Fuel cells using hydrogen (generated by renewable)		
Biomass boiler		
Biomass CHP		

Heat pump*		
Other (please specify):		
What is the total output for the whole development from renewable and or low emission energy sources supplying space heating and hot water?		kWh
Have full details been attached?		
Are any dwellings non heat electricity generated by renewables?		
Is this generated from:		
Solar photovoltaic		
Wind turbine		
Micro –hydro		
Fuel cells using hydrogen (generated by renewable)		
Biomass CHP		
Other (please specify):		
What is the total output for the whole development from renewable sources supplying non heat electricity?		kWh
Have full details been attached?		

* For heat pumps to comply the heat source (air, ground, or water) must be from a renewable source, for example solar warmed air, soil, ground water, or a river. For the purposes of this credit exhaust ventilation air is not considered to be a renewable source.

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Pol 5 Flood Risk

Credits Available		
0	1	2

Please state if this credit is being sought.	Yes	No
--	-----	----

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications stating the flood zone or annual probability of flooding for the site, location and details of any flood protection measures. The information must state how/where this definition/information was sourced i.e. from the Local Authority, EA or SEPA, flood maps etc.
2. Drawings and site plans showing as a minimum:
 - scale
 - location and details of any flood protection measures.

Table 1 –Flood Risk Assessment provisions	Yes	No
Clear wording stating the flood zone or annual probability of flooding for the site and or instructions for the provision of flood protection measures has been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		
A formal letter from relevant statutory body confirming the flood zone and annual probability of flooding for the site.		

Table 2 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Mat 1 Environmental Impact of Materials

Credits Available

0	1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16					

Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications
2. Drawings showing the details of the structures, sufficient to confirm the make-up of the building components.

Table 1 – Environmental impact provisions

Yes No

Clear wording for the component make-up has been given in the following form(s):	Yes	No
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		

Table 2 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Table 3 – Element specification				
Element	Type	Specification	% elemental area	Green Guide rating
Roof (3 credits)	1			
	2			
	3			
	4			
External walls (3 credits)	1			
	2			
	3			
	4			
Internal walls – party walls and internal partitions (3 credits)	1			
	2			
	3			
	4			
Floor – upper and ground (3 credits)	1			
	2			
	3			
	4			
Windows (2 credits)	1			
	2			
	3			
	4			
External surfacing (1 credit)	1			
	2			
Boundary protection (1 credit)	1			
	2			

Please copy the table if necessary to cover all the different specifications for each element.

Mat 2 Responsible Sourcing of Materials: Basic Building Elements

Credits Available

0	1	2	3	4	5	6
---	---	---	---	---	---	---

Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. A copy of the specification or letter of intent which states that the relevant materials will come from a certified source (EMS or timber certification).
 - The source of the material i.e.
 - the certification scheme/EMS route (if any),
 - whether any material is reused or recycled.
 - the type of product i.e. concrete blocks/tile, solid timber, plywood etc.
 - the volume of material for all basic building products listed in the table below.
 - the material supplier, and any references to letters of intents from the supplier.

OR

A reference in the relevant specification to Table 2 below. Table 2 then also needs to be included as an Appendix to the relevant specification.

2. Complete Table 2 for each dwelling type.
 - If all dwellings use the same sources and types of product, then only one form needs to be completed, but it must be clearly stated that this covers all dwellings.
 - Use the codes given to identify the source/s and product type/s.
3. Letters of intent from all potential suppliers confirming that the full chain of custody requirements and or the EMS requirement can be met for all elements gaining the credit. For more information on exact requirements please refer to the *Guidance (Mat 2, Ecohomes Documentation Requirements page 77)*.

Table 1 – Materials: Basic building elements provision	Yes	No
Clear instructions for the source, product type, volumes and supplier of the materials for the basic building elements have been given in the following form(s):		
Specific wording in the development specification.		
A letter of intent from the supplier/s.		
CoC, EMS (or equivalent) certificate		

Table 2 – Materials: Basic building elements specification				
Dwelling type: (State if it applies to all dwellings)				
Building element	Material	Material Source (Timber Cert./ EMS)	Volume (m ³)	Supplier (name and reference)
Frame				
Material type 1:				
Material type 2:				
Material type 3:				
Ground Floor				
Material type 1:				
Material type 2:				
Material type 3:				
Upper Floors (including any loft boarding)				
Material type 1:				
Material type 2:				
Material type 3:				
Roof (structure and cladding)				
Material type 1:				
Material type 2:				
Material type 3:				
External Walls (including external cladding)				
Material type 1:				
Material type 2:				
Material type 3:				
Internal Walls (including internal partitions)				
Material type 1:				
Material type 2:				
Material type 3:				
Foundation/substructure				

Material type 1:				
Material type 2:				
Material type 3:				
Staircase (includes the tread, rises and stringers)				
Material type 1:				
Material type 2:				
Material type 3:				

Notes on completing Table 2:

1. Complete above table for all house types (i.e. where the basic material specification is different).
2. Indicate for each element the material used, the material source (EMS route/certification scheme, reused/recycled), volume and supplier used (include a references to any letters of intent from the supplier). For materials and materials source please refer to the codes below.
3. For each building element the table allows for up to three different material types to be specified. If a building element consists of more than three different materials please insert rows 'Material type 4:' etc, as appropriate.
4. Include materials used in communal areas of blocks of flats (e.g. stairwells, foyers).

Materials assessed	
B	Brick
Com	Composite
Con	Concrete (including block, tiles etc.)
G	Glass
P	Plastic
M	Metals (steel, aluminium etc.)
S	Stone
T	Timber
Certification Schemes	
EMS (p)	Environmental Management System process stage (please indicate which system is being used eg. EMAS, ISO etc.)
EMS (p & e)	Environmental Management System at both process and extraction stages (please indicate which system is being used eg. EMAS, ISO etc.)
CSA	Canadian Standards Association
FSC	Forest Stewardship Council Certification Scheme
MTCC	Malaysian Timber Certification Council
PEFC	Programme for the Endorsement of Forest Certification Programmes
SFI	Sustainable Forestry Initiative

SGS	SGS Timber tracking program
TFT	Tropical Forest Trust
Verified	Verified
Recycled/reused	
RC	Recycled
RU	Reused timbers

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Mat 3 Responsible Sourcing of Materials: Finishing Elements

Credits Available

0	1	2	3
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. A copy of the specification or letter of intent which states that the relevant materials will come from a certified source (EMS or timber certification).
 - The source of the material i.e.
 - the certification scheme/EMS route (if any),
 - whether any material is reused or recycled.
 - the type of product i.e. concrete blocks/tile, solid timber, plywood etc.
 - the volume of material for all basic building products listed in the table below.
 - the material supplier, and any references to letters of intents from the supplier.

OR

A reference in the relevant specification to Table 2 below. Table 2 then also needs to be included as an Appendix to the relevant specification.

2. Complete Table 2 for each dwelling type.
 - If all dwellings use the same sources and types of product, then only one form needs to be completed, but it must be clearly stated that this covers all dwellings.
 - Use the codes given to identify the source/s and product type/s.
4. Letters of intent from all potential suppliers confirming that the full chain of custody requirements and or the EMS requirement can be met for all elements gaining the credit. For more information on exact requirements please refer to the *Guidance* (Mat 2, *Ecohomes Documentation Requirements* page 77).

Table 1 – Materials: Finishing elements provision

	Yes	No
Clear instructions for the source, product type, volumes and supplier of the material used for finishing elements have been given in the following form(s):		
Specific wording in the development specification.		
A letter of intent from the supplier/s.		
CoC, EMS (or equivalent) certificate/s		

Table 2 – Timber: finishing elements specification				
		Dwelling type:		
		(State if it applies to all dwellings)		
Building element	Material	Material Source (Timber Cert./ EMS)	Volume (m³)	Supplier (name and reference)
Stair (including handrails, balustrades, banisters, other guarding/rails (excluding staircase))				
Material type 1:				
Material type 2:				
Material type 3:				
Window (Frames\Sub-frames, Boards & Sills)				
Material type 1:				
Material type 2:				
Material type 3:				
External & Internal Door (Frames\Sub-frames, linings & Door)				
Material type 1:				
Material type 2:				
Material type 3:				
Skirting (including Architrave, Skirting Board & Rails)				
Material type 1:				
Material type 2:				
Material type 3:				
Panelling (including any other trim)				
Material type 1:				
Material type 2:				
Material type 3:				

Furniture (including fitted; kitchen, bedroom, bathroom)				
Material type 1:				
Material type 2:				
Material type 3:				
Facias (Soffit boards, bargeboards, gutter boards, others)				
Material type 1:				
Material type 2:				
Material type 3:				
Any other significant use (please describe)				
Material type 1:				
Material type 2:				
Material type 3:				

Notes on completing Table 2:

- 1) Complete above table for all house types (i.e. where the basic building and finishing element material specification is different).
- 2) Indicate for each element the material used, the material source (EMS route/certification scheme, reused/recycled), volume and supplier used (include a references to any letters of intent from the supplier). For materials and materials source used please refer to the codes below.
- 3) For each element the table allows for up to three different material types to be specified. If an element consists of more than three different materials please insert rows 'Material type 4:' etc., as appropriate.
- 4) Include materials used in communal areas of blocks of flats (e.g. stairwells, foyers).

Materials assessed	
B	Brick
Com	Composite
Con	Concrete (including block, tiles etc.)
G	Glass
P	Plastic
M	Metals (steel, aluminium etc.)
S	Stone
T	Timber
Certification Schemes	
EMS (p)	Environmental Management System process stage (please indicate which system is being used eg. EMAS, ISO etc.)
EMS (p & e)	Environmental Management System at both process and extraction stages (please indicate which system is being used eg. EMAS, ISO etc.)
CSA	Canadian Standards Association
FSC	Forest Stewardship Council Certification Scheme
MTCC	Malaysian Timber Certification Council
PEFC	Programme for the Endorsement of Forest Certification Programmes
SFI	Sustainable Forestry Initiative
SGS	SGS Timber tracking program
TFT	Tropical Forest Trust
Verified	Verified
Recycled/reused	
RC	Recycled
RU	Reused timbers

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Mat 4 Recycling Facilities

Credits Available

0	1	2	3	4	5	6
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the recycling facilities.
2. Copies of the relevant drawings showing the location, type and size of recycling facilities.

Please note that the provision of recyclable material storage must be **in addition** to the provision of bin storage for non-recyclable refuse, both internally and externally.

Table 1 – Recycling facilities provision	Yes	No
Clear instructions for the location and type of recycling facilities have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		

Table 2 – Internal bins: all dwellings	Yes		No
Have internal storage bins been provided for recyclable waste?			
Are they located in a dedicated position? (see <i>The Guidance</i>)			
How many are supplied? (please circle)	1	2	3
What capacity are they? (please indicate in litres under bin 1, 2 and 3)			

Table 3 – External bins: flats	Yes		No
Have external storage containers been provided for recyclable waste from blocks of flats?			
Are written details of the recycling collection service attached?			
How many bins are supplied per group/collection point? (please circle)	1	2	3
What capacity are they? (please indicate in litres under bin 1,2 and 3)			
How many flats are allocated to each group of bins?			
What distance from the external door are the external bins?			metres
What is the frequency of the collection service?			

Table 4 – External bins: houses	Yes		No
Have external storage containers for recyclable waste been provided for all houses?			
How many are supplied for each dwelling? (please circle)	1	2	3
What capacity are they? (please indicate in litres under bin 1,2 and 3)			
What distance from the external door are the external bins?			metres

Table 5 – Local authority collection scheme	Yes	No
Is there a local authority recyclable materials collection scheme? (If yes, please provide details.)		

Table 6 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Wat 1 Internal Potable Water Use

Credits Available					
0	1	2	3	4	5

Please state if this credit is being sought.	Yes	No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the internal water devices.
2. Copies of the relevant drawings showing the location of water consuming items.

Table 1 – Internal water provisions	Yes	No
Clear instructions for the devices have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		

Table 2 – Internal water use	Yes	No
Does the listing in Table 4 – Water devices include all water consuming systems?		
If no, provide details of other appliances/systems, with their water consumption and the relevant house type.		

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Table 4 – Water devices		Dwelling Type									
Installation type	Installation item (indicate how many in each house type)	1	2	3	4	5	6	7	8	9	10
WC	9 l flush										
	7.5 l flush										
	6 l flush										
	6/4 l dual flush										
	4 l flush										
	4/2 l dual flush										
	0 l flush										
Wash hand basin	Regular taps										
	Taps with flow regulators										
	Auto shut off taps										
	Aerating taps										
Shower	>15 l/min										
	12 < flow rate ≤ 15 l/min										
	9 < flow rate ≤ 12 l/min										
	6 < flow rate ≤ 9 l/min										
	4.5 < flow rate ≤ 6 l/min										
	Flow rate ≤ 4.5 l/min										
Bath	Large >100 l to overflow										
	Standard 80 l <overflow ≤100 l										
	Small ≤ 60 l to overflow										
White goods	Washing machine – typical practice (60 l/use)										
	Washing machine – best practice (40 l/use)										
	Dishwasher – typical practice (25 l/use)										
	Dishwasher – best practice (12 l/use)										
Waste water management ¹	Rainwater recycling										
	Grey water										
Other (please specify):											

Notes:

1. Please provide details for any wastewater management systems
2. Copy the table for additional dwelling types if necessary.

Wat 2 External Potable Water Use

Credits Available	
0	1

Please state if this credit is being sought.	Yes	No
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If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the rainwater collection devices.
2. Copies of the relevant drawings referring to the rainwater collection devices.

Table 1 – Water collection provisions	Yes	No
Clear instructions for the source of rainwater collection devices have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		

Table 2 – Rainwater collector features: all dwellings	Yes	No
Connected to rainwater down-pipes with auto-overflow to rainwater drainage systems?		
Closed access at the top?		
A tap or similar?		
Is the container detachable from system and with a removable element for cleaning?		
Do all dwellings have some means of rainwater collection?		

Eco 1 Ecological Value of Site

Credits Available

0	1
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Plans of the site and surrounding area, both before and after the proposed development. These should show natural and built features
2. Where using a Suitably Qualified Ecologist, a Copy of the Ecological Survey as defined in *The Guidance* (if applicable).
3. Membership details of the 'Suitably Qualified Ecologist'.

Table 1 - Checklist for Land of Low Ecological Value.

Section 1: Ecological features of the site.

Instruction: criteria 1.1-1.5 can be used to determine the presence of existing ecological features across the site. If YES is recorded against **any** question in Section 1 then the site cannot be defined as having *land of low ecological value* and the credit cannot be awarded. If NO is recorded against **all** the questions in Section 1 then proceed to Section 2.

1.1	Does the site contain any trees or hedges above 1m high or with a trunk diameter greater than 100mm?	YES <input type="checkbox"/> NO <input type="checkbox"/>
1.2	Are there any ponds, streams or rivers on, or running through the site?	YES <input type="checkbox"/> NO <input type="checkbox"/>
1.3	Is there any marsh or other wetland present on the site?	YES <input type="checkbox"/> NO <input type="checkbox"/>
1.4	Are there any meadows or species-rich grassland present on the site?	YES <input type="checkbox"/> NO <input type="checkbox"/>
1.5	Is there any heath land such as heather present on site?	YES <input type="checkbox"/> NO <input type="checkbox"/>

Section 2: Type of land to be used for the new buildings, hardstanding, landscaping or for site access¹

Instruction: in addition to answering NO to all the questions in Section 1, if YES is recorded against one or more of the questions in Section 2, the *development site* can be defined as having *land of low ecological value* and the credit can be awarded.

2.1	Does the <i>development site</i> consist of land which is entirely within the floor plan(s) of existing building(s) or building(s) demolished within the past 2 years?	YES <input type="checkbox"/> NO <input type="checkbox"/>
2.2	Does the <i>development site</i> consist of land which is entirely covered by other constructions such as sporting hard surfaces, car parking or such constructions which have been demolished within the past two years?	YES <input type="checkbox"/> NO <input type="checkbox"/>
2.3	Does the <i>development site</i> consist of land which is contaminated by industrial or other waste to the extent that it would need decontamination before building?	YES <input type="checkbox"/> NO <input type="checkbox"/>
2.4	Does the <i>development site</i> consist of land which is a mixture of either existing building, hard surfaces and/or contaminated land?	YES <input type="checkbox"/> NO <input type="checkbox"/>
2.5	Does 80% of the land within the <i>development site</i> comply with statements 2.1, 2.2 or 2.3 and the remaining 20% of the ground area of the building extend into land which has been either; a. Used for single-crop arable farming for at least 5 years, OR b. Consists of regularly cut lawns and sports fields	YES <input type="checkbox"/> NO <input type="checkbox"/>

¹ Including any other land where construction work is carried out (or land being disturbed in any way) plus a 3m boundary in either direction around these areas.

Table 2 – Report by Suitably Qualified Ecologist	Yes	No
Has an assessment been carried out by a Suitably Qualified Ecologist?		
Has the site been defined as low ecological value by the Ecologist?		
Has a copy of the report been submitted?		
Have membership details of the Suitably Qualified Ecologist been submitted?		

Table 3 – Ecological report (if applicable)	
Title	
Date	
Consultant	

Table 4 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Eco 2 Ecological Enhancement

Credits Available

0	1
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Plans of the site and surrounding area, both before and after the proposed development. These should show natural and built features.
2. A copy of the Ecology Report with details of the full Ecological Site survey and the planned works based on that survey.
3. Membership details of the Suitably Qualified Ecologist.

Table 1 – Report by Suitably Qualified Ecologist

	Yes	No
Has an Ecological Survey been carried out by a Suitably Qualified Ecologist?		
Have all the key recommendations by the Ecologist been implemented?		
Have 30% or more of the other recommendations by the Ecologist been implemented?		
Has a copy of the report been submitted?		
Has membership details of the Suitably Qualified Ecologist been submitted?		

Table 2 – Ecological report (if applicable)

Title	
Date	
Consultant	

Table 3 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Eco 3 Protection of Ecological Features

Credits Available

0	1
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the protection of ecological features.
2. Plans of the site both before and after the proposed development. These should show any proposed protection of natural features, and list the specific instructions or standards to be adhered to.

Table 1 – Protection of ecological features	Yes	No
Clear instruction for the protection of ecological features have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		

Table 2 – Information sources

Document type	Ref/Spec/Drawing Number(s)	Comments

Eco 4 Change of Ecological Value of Site

Credits Available

0	1	2	3	4
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

- Plans of the site and surrounding area, both before and after the proposed development. These should show natural and built features and any proposed planting schemes.

Table 1 – Existing landscape

Existing building/hard landscaping	
Urban parkland	
Urban/industrialised derelict land < 1 year	
Urban/industrialised derelict land < 10 year	
Urban/industrialised derelict land < 20 year	
Urban/industrialised derelict land ≥ 30 year	
Arable	
Pastoral	
Marginal upland	
Upland	

Table 2 – Type of plot

	Area (m ²)	
	Original	Proposed
Crops/weeds		
Tall grassland/herb		
Fertile grassland		
Infertile grassland		
Lowland wooded		
Upland wooded		
Moorland-grass/ mosaic		
Heath/bog		
Hard landscaping		
Buildings		
Garden planting (typical)		
Wildlife garden planting (ecology consultant used)		

Water feature		
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Please also mark on the site layout drawings details of the plot types.

Table 3 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Eco 5 Building Footprint

Credits Available

0	1	2
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of drawings showing the layout of all dwellings/buildings, including garages and any outbuildings. Drawings should show the dimensioned floor plans of all dwellings/buildings on site.

Table 1 – Dwelling types

Dwelling type (indicate if flat or house)	Floor area (m ²)		Footprint (m ²)	=	Ratio
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	

Table 2 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Hea 1 Daylighting

Credits Available

0	1	2	3
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Detailed drawings of the design, including room dimensions, elevations and plans. (The details provided for Section Ene1 may be sufficient.)
2. Site layout, including surrounding area. Distance to, and height of, large buildings should be shown if the *View of Sky* credit is sought.
3. Window schedules.
4. Glazing type, e.g. double, triple, double with low-e glass, etc.
5. Daylighting calculations (professionally produced) for the kitchen, dining room, living room and study/office for each dwelling type.

Table 1 – Glazing type

Double	
Triple	
Double low-e	
Other (please state)	
Does this apply to all dwellings (Y/N)? (If no, list dwelling and glazing types separately.)	

Table 2 – Calculations		
Kitchen	Yes	No
Do all dwelling designs provide for a minimum average Daylight Factor in the kitchen (minimum 2%)?		
Professional calculations attached.		
Living rooms, dining rooms and studies	Yes	No
Do all dwelling designs provide for a minimum average Daylight Factor in living room, dining room, study/office (minimum 1.5%)?		
Professional calculations attached.		
View of the Sky	Yes	No
For all dwelling types, do the kitchen, living room, dining room and study/office, all give a View of the Sky from table-top height (0.85m), in at least 80% of the area of the room? (<i>The Guidance, Section Hea 1, Figure 4</i>)		
Professional calculations attached.		

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Hea 2 Sound Insulation

Credits Available

0	1	2	3	4
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the sound insulation requirements. This would include details of the programme of pre-completion testing to be carried out on the development.
2. Drawings of the dwellings showing the sound insulation requirements and make-up.
3. Evidence that the proposed building design has the potential to achieve the performance standards associated with the Ecohomes credit. This evidence could be field test data from previous developments or expert advice from an acoustic consultant.
4. Confirmation that the acoustic consultancy is accredited by UKAS or a European equivalent for field sound insulation testing, OR that the testing is carried out in accordance with the relevant ISO requirements and the report and all measurement data are checked and verified by an organisation with UKAS accreditation for field sound insulation testing.

Table 1 – Sound insulation & testing provisions	Yes	No
Clear instructions for the provision of sound insulation & testing have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		
A formal letter from the acoustic consultant confirming they are accredited by UKAS or a European equivalent OR That testing is carried out in accordance with the relevant ISO requirements and the report and all measurement data are checked and verified by an organisation with UKAS accreditation.		
Does this apply to all dwellings?		

Table 2 – Sound insulation & testing undertakings

Structure	Minimum number of tests based on frequency listed in <i>Table 2</i> in the <i>Guidance</i>	Committed sound insulation values (dB)	
		Airborne sound $D_{nT,w} + C_{tr}$ (minimum)	Impact sound $L'_{nT,w}$ (maximum)
Walls			–
Floors and stairs			

Notes to Table 2 above:

- a. A commitment to carry out a programme of pre-completion testing based on the frequency listed in The Ecohomes *Guidance* (Table 2, *Supplementary Guidance A: Frequency of Testing Required*) for houses and flats in a group or sub-group. For the definition of groups and sub-groups, see Section 1 in Approved Document E (2003 Edition) of the Building Regulations.

Table 3 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Hea 3 Private Space

Credits Available	
0	1

Please state if this credit is being sought.	Yes	No
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If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the private space requirements.
2. Drawings of the dwellings/site layout showing the provision of private space.

Table 1 – Private space provisions	Yes	No
Clear instructions for the provision of a private/semi-private space have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking.		

Table 2 – Private space	Yes	No
Secure individual gardens, balconies, roof terraces or shared garden, have been provided that: <ul style="list-style-type: none"> • are of a size to allow all occupants to sit outside <ul style="list-style-type: none"> – Private space: 1.5 m²/ bedspace (min. 3 m²/home) – Shared space: min 1m²/bedspace • allow easy access by all occupants • are only accessible to occupants of designated dwellings? 		
Does this cover all dwellings within the development?		

Table 3 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Man 1 Home User Guide

Credits Available

0	1	2	3
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the Home Users Guide requirements

2. A copy of the Home User Guide

OR

3. A copy of the contents list showing that the Guide will contain the required information

AND

Written confirmation from the developer confirming that the Guide is going to be developed to the required standard and supplied to all homes.

Table 1 – Home User Guide provision	Yes	No
Clear instructions on the non-technical operations of each home have been given in the following form(s):		
Specific wording in the development specification.		
Copies of the Home User Guide.		
Copies of the Home User Guide contents list		
A formal letter from the developer to the Ecohomes assessor, giving the specific undertaking (required if only a copy of the Contents List has been provided)		

Table 2 – Home User Guide Content*	Yes	No
To achieve the first 2 credits:		
a. Environmental Strategy /design and features		
b. Energy		
c. Water use		
d. Recycling and Waste		
e. Sustainable DIY		
f. Emergency Information		
g. Links, references and further information		

To achieve an additional 1 credit the following must be included in addition to the above:		
h. Recycling and waste		
i. Public transport		
j. Local amenities		
k. Responsible Purchasing		
l. Emergency information		
m. Links, references and further information		

*For the clarification and definitions of Home User Guide Contents please refer to *the Guidance*

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Man 2 Considerate Constructors

Credits Available		
0	1	2

Please state if this credit is being sought.	Yes	No
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If yes, please provide the information requested in this section, and complete the tables.

1. Information that confirms:

EITHER

- a commitment from the contractor, or on the contractor (if yet not appointed), to comply with the Considerate Constructors Scheme and achieve the appropriate score

OR

- A commitment from the contractor, or on the contractor (if yet not appointed), to comply with an equivalent local or nationally recognised independent scheme.

2. Necessary information about the scheme operations to allow the assessor to fully complete the appropriate checklists detailed in the *Guidance* (seek advice from your assessor).

Table 1 – Considerate Constructors Provisions	Yes	No
Clear instructions on the commitment to comply with Considerate Constructors or other equivalent scheme have been given in the following form(s):		
Specific wording in the development specification		
A letter of instruction from the developer		
A formal letter from the contractor, or on the contractor (if yet not appointed), confirming they will comply with the Considerate Constructors Scheme or an alternative independently assessed scheme.		

Table 2 – Considerate Constructors or Alternative Scheme	Yes	No
The site will comply with the following scheme:		
Considerate Constructors (see Checklist A1 in the Guidance) <ul style="list-style-type: none"> • a commitment to achieve a CCS score between 24 and 31.5 (1 credit) • a commitment to achieve a CCS score between 32 and 40 (2 credits). 		
OR		

Alternative Scheme (the Assessor can advice on Checklist A2) <ul style="list-style-type: none"> • A commitment to independently assess the site impacts and addresses all the mandatory items, plus 50% of the optional items in <i>Checklist A2</i> • A commitment to independently assess the site impacts and addresses all the mandatory items, plus 80% of the optional items in <i>Checklist A2</i> 		
Name of alternative scheme:		

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Man 3 Construction Site Impacts

Credits Available			
0	1	2	3

Please state if this credit is being sought.	Yes	No
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If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specification stating a commitment and a strategy to monitor and report on construction site impacts (adhere to the requirements of *Checklist A3 - Construction Site Impacts* in the *Guidance*).
2. Copies of relevant drawings referring to the site impacts.
4. Written confirmation from the contractor, or on the contractor (if yet not appointed), to monitor and minimise the site impacts in line with the requirements of *Checklist A3 – Construction Site Impacts* in the *Guidance*. This should include the name or job title of the individual/stakeholder who will have responsibility for ensuring compliance with each requirement.
5. Necessary information about the site impacts to allow the assessor to satisfactorily complete *Checklists A3 – Construction Site Impacts* in the *Guidance*.

Table 1 –Construction Site Impacts Provisions	Yes	No
Clear instructions on the construction site impacts have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
Written confirmation or documentary evidence from the developer of compliance with <i>Checklist A3 - Construction Site Impacts</i> in the <i>Guidance</i> .		
Confirmation from the contractor, or on the contractor (if yet not appointed) that the site impacts are monitored and minimised in line with <i>Checklist A3 - Construction Site Impacts</i> in the <i>Guidance</i> .		
A formal letter from the developer or contractor stating the name or job title of the individual/stakeholder responsible for ensuring compliance on site.		

Table 2 – Construction Site Impacts		Yes	No
Is evidence provided that demonstrates a commitment and a strategy to monitor, sort and recycle construction waste on site? (1 credit)			
Is evidence provided that demonstrates a commitment and a strategy to achieve 2 or more of items a-f (listed below)? (2 credits)			
Is evidence provided that demonstrates a commitment and a strategy to achieve 4 or more of items a-f (listed below)? (3 credits) <ul style="list-style-type: none"> a. Monitor and report CO₂ or energy arising from site activities b. Monitor and report CO₂ or energy arising from transport to and from the site c. Monitor and report on water consumption from site activities d. adopt best practice policies in respect of air (dust) pollution arising from the site e. adopt best practice policies in respect water (ground and surface) pollution occurring on site f. All timber is responsibly sourced 			

*For full details of the requirements of Checklist A3, please refer to *the Guidance*.

Table 3– Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Man 4 Security

Credits Available

0	1	2
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

- A copy of relevant specification stating:
 - a commitment to work with an Architectural Liaison Officer and achieve the Secured by Design Award. Details of features that will be included in the development in order to achieve the award should also be included.

AND/OR

 - Details of the external doors and windows and their third party certification levels.
- Drawings showing the site layout, general arrangements, electrical or similar, where the location and details of all security measures are shown.
- If the Architectural Liaison Officer has yet not been appointed: Written evidence from the developer stating that an Architectural Liaison Officer has been contacted and that their advice will be followed.
- If the Architectural Liaison Officer has been appointed: Written confirmation from the Architectural Liaison Officer that the developer is designing the development in a way that is likely to grant them the award.

Table 1 – Security Provisions	Yes	No
Clear instructions on the security commitments and layout of each home have been given in the following form(s):		
Specific wording in the development specification		
Specific information on the drawings		
If the Architectural Liaison Officer has yet not been appointed: Written confirmation that an Architectural Liaison Officer has been contacted and that their advice will be followed.		
If the Architectural Liaison Officer has been appointed: Confirmation from the Architectural Liaison Officer that the developer is developing the development in a way that is likely to grant them the award.		
Confirmation from the developer that the specified doors and windows comply with the minimum security standards		

N.B. Doors and window certification details and/or copies of the Secured by Design Award must be kept for the Post Construction Review stage or in case of a BRE audit.

Table 2 – Security	Yes	No
Is there a commitment to work with an Architectural Liaison Officer and achieve a Secured by Design award?		
Do the external doors and windows achieve security standards of either <ul style="list-style-type: none"> • LPS1175 SR1 (all doors and windows) OR • PAS24-1 (all external pedestrian door-sets falling within scope of PAS24-1) AND BS7950 (all windows falling within the scope of BS7950). 		

Table 1 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments