

LEED-EB Chart of PREREQUISITES AND CREDITS



Sustainable Sites - Possible Points 14									
Credit	Description	Points	REQUIRED SUBMITTALS						
			Yes	Maybe	Records or Reports	Calculations.	Drawings	Management Plan	Other
Prereq 1	Erosion & Sedimentation Control	Req	Req		If any construction, records of measures used			Erosion Control & Sedimentation Policy and Specification	~Statement of retrofit activity
Prereq 2	Age of Building	Req	Req						Declaration of LEED-NC or age of building
Credit 1.1	Plan for Green Site & Building Exterior Management - 4 specific actions	1			Quarterly Reports			Green Site & Bldg. Exterior Mgt. Plan	See list in Reference Guide or letter template
Credit 1.2	Plan for Green Site & Building Exterior Management - 6 specific actions	1							
Credit 2	High Development Density Building & Area	1				Project Density	area map & site plan		
Credit 3.1	Alternative Transportation - Public Transportation Access	1			Quarterly Reports for contacts with RT		area map		
Credit 3.2	Alternative Transportation - Bicycle Storage & Changing Rooms	1			Quarterly Reports	FTE & % calcs	Secured bike storage areas and locker rms		
Credit 3.3	Alternative Transportation - Alternative Fuel Vehicles	1					Parking Areas	Communication Program	
Credit 3.4	Alternative Transportation - Car Pooling & Telecommuting	1			Weekly Reports	Percentage usage		Carpool/Telecommuting Program	Statement of no new parking area added
Credit 4.1	Reduced Site Disturbance - Protect or Restore Open Space (50% of site area)	1			Quarterly Reports	open site area+ site area/bldg. footprint	Site survey and plant list		
Credit 4.2	Reduced Site Disturbance - Protect or Restore Open Space (75% of site area)	1							
Credit 5.1	Stormwater Management - 25% Rate and Quantity Reduction	1			Quarterly Reports	average runoff; annual precipitation; % of stormwater mitigated		Mitigation Measures and Management Plan	
Credit 5.2	Stormwater Management - 50% Rate and Quantity Reduction	1							
Credit 6.1	Heat Island Reduction - Non-Roof	1			Quarterly Reports	Shading calcs	Landscape Plan or Site with Parking Plan		Product Information
Credit 6.2	Heat Island Reduction - Roof	1			Quarterly Reports	% roof material	Roof plan, photos	Roof Cleaning Policy	Product information
Credit 7	Light Pollution Reduction	1			Quarterly Reports	% light emittance to nightsky and trespass			Fixture specs
Sub-totals		14	0	0					
Water Efficiency - Possible Points 5									
Credit	Description	Points	REQUIRED SUBMITTALS						
			Yes	Maybe	Records or Reports	Calculations.	Drawings	Management Plan	Other
Prereq 1	Minimum Water Efficiency	Req			Quarterly Reports	Baseline fixture calcs			Fixture cut sheets;determine if there are water meters
Prereq 2	Discharge Water Compliance	Req						Compliance letter: regulated or non-regulated by NPDES	Find out if the building is on a sewage conveyance system; if so, then it in non-regulated
Credit 1.1	Water Efficient Landscaping - Reduce Water Use by 50%	1			Quarterly Reports	Annual irrigation water use vs.conventional system			~Design narrative & photos ~Quarterly irrigation metering
Credit 1.2	Water Efficient Landscaping - Reduce Water Use by 95%	1							
Credit 2	Innovative Wastewater Technologies	1			Quarterly Reports	50% reduction of water for sewage conveyance			~Narrative of design ~Quarterly Metering
Credit 3.1	Water Use Reduction - 10% Reduction	1			Quarterly Reports	Use calcs done for WE pr 1			Need water meter to attain WE cr3.2
Credit 3.2	Water Use Reduction - 20% Reduction	1							
Sub-totals		5	0						

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Energy & Atmosphere - Possible Points 23								
Credit	Description	Points		Records or Reports	Calculations.	Drawings	Management Plan	Other
		Yes	Maybe					
Prereq 1	Existing Building Commissioning	Req		Contract and schedule for retro-commissioning (RCx)			Building Operation Plan	
Prereq 2	Minimum Energy Performance - Energy Star 60	Req		12 months of utility bills	Energy Star Rate or alternative calcs.			
Prereq 3	Ozone Protection	Req					Program minimizing leakage of units to 5% max.	~HVAC inspection and documentation ~List of HVAC equip's refrigerants (CFC)
Credit 1.1	Optimize Energy Performance - Energy Star 63	1		12 months of utility bills	Energy Performance generated from Portfolio Manager declaring Energy Star rating			~If LEED-NC: projected peak demand the energy points earned under LEED-NC
Credit 1.2	Optimize Energy Performance - Energy Star 67	1						
Credit 1.3	Optimize Energy Performance - Energy Star 71	1						
Credit 1.4	Optimize Energy Performance - Energy Star 75	1						
Credit 1.5	Optimize Energy Performance - Energy Star 79	1						
Credit 1.6	Optimize Energy Performance - Energy Star 83	1						
Credit 1.7	Optimize Energy Performance - Energy Star 87	1						
Credit 1.8	Optimize Energy Performance - Energy Star 91	1						
Credit 1.9	Optimize Energy Performance - Energy Star 95	1						
Credit 1.10	Optimize Energy Performance - Energy Star 99	1						
Credit 2.1	Renewable Energy - On-site 3% / Off-site 15%	1			% total energy costs	System schematic diagrams		~Metering of output ~Narrative of system
Credit 2.2	Renewable Energy - On-site 6% / Off-site 30%	1			OR	OR		OR
Credit 2.3	Renewable Energy - On-site 9% / Off-site 45%	1			% costs supplied	Green-e equivalency		~Proof of purchase
Credit 2.4	Renewable Energy - On-site 12% / Off-site 60%	1						
Credit 3.1	Building Operation & Maintenance - Staff Education	1		O&M Education Table				24 hours per person per year required
Credit 3.2	Building Operation & Maintenance - Building Systems Maintenance	1		Post warranty maintenance records			Best Practices Equipment Preventive Maintenance Program	
Credit 3.3	Building Operation & Maintenance - Building Systems Monitoring	1		Documentation of the alarms that occurred over performance period		% of time desired conditions are delivered in the the bldg. on a floor area weighted basis	System of delivering prompt repairs	~Description of systems: monitoring equip. alarms
Credit 4	Additional Ozone Protection	1					Program minimizing leakage of units to 5% max.	~HVAC inspection and documentation ~List of HVAC equip. and Fire suppression system's refrigerants (HCFC& Halon)
Credit 5.1	Performance Measurement - Enhanced Metering (4 specific actions)	1		~Quarterly Reports			Performance Improvement Plan	~Continuous Metering (see list on Letter Template)
Credit 5.2	Performance Measurement - Enhanced Metering (8 specific actions)	1		~One day of actual output of data recorded				
Credit 5.3	Performance Measurement - Enhanced Metering (12 specific actions)	1						
Credit 5.4	Performance Measurement - Emission Reduction Reporting	1		Letter of retired emissions from Cleaner & Greener	Documentation table of emission reductions			Letter of retired emissions from Cleaner & Greener for over Energy Star Rating 50
Credit 6	Documenting Sustainable Building Cost Impacts	1			Simple payback =cost of each measure/associated annual savings			~Documentation of: bldg.op. costs improvement initiatives financial impacts
Sub-totals		23	0	0				

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Materials & Resources - Possible Points 16									
Credit	Description	Points	Points		Records or Reports	Calculations.	Drawings	Management Plan	Other
			Yes	Maybe					
Prereq 1.1	Source Reduction & Waste Management - Waste Stream audit	Req				% of waste disposed and recycled		Waste Reduction Policy	1 time baseline waste stream audit of garbage and recycling containers
Prereq 1.2	Source Reduction & Waste Management - Storage & Collection	Req				Building & collection area square footages	Floor Plan showing collection areas	Recycling Area Guidelines	
Prereq 2	Toxic Material Source Reduction - Reduced Mercury in Light Bulbs	Req			Records of all acquisitions of mercury-containing light bulbs in perf. period	weighted average mercury content of light bulbs to be purchased (100 picograms/lumen hr.)	Product Information of light bulb (MSDS sheets)	Light Bulb Purchasing Policy	~Record acquisitions in performance period ~Record of the count of all fluorescent and HID fixtures
Credit 1.1	Construction, Demolition & Renovation Waste Management - Recycle 50%	1				Recycle rate		Construction, Demolition and Land Clearing (CDL) Waste Management Policy	~Statement of retrofit activity ~List of Waste Stream activity
Credit 1.2	Construction, Demolition & Renovation Waste Management - Recycle 75%	1							
Credit 2.1	Optimize Use of Alternative Materials - 10% of Total Purchases	1			Receipts of Purchases	% of sustainable products of the covered materials purchased		Purchasing Program of office paper, equipment and furnishings and any building materials	
Credit 2.2	Optimize Use of Alternative Materials - 20% of Total Purchases	1							
Credit 2.3	Optimize Use of Alternative Materials - 30% of Total Purchases	1							
Credit 2.4	Optimize Use of Alternative Materials - 40% of Total Purchases	1							
Credit 2.5	Optimize Use of Alternative Materials - 50% of Total Purchases	1							
Credit 3.1	Optimize Use of IAQ Compliant Products - 45% of Annual Purchases	1			Receipts of Purchases	% of sustainable products of the covered materials purchased		Purchasing Program of paint & coatings, adhesives, sealants, carpet, composite panels, agrifiber products etc.	
Credit 3.2	Optimize Use of IAQ Compliant Products - 90% of Annual Purchases	1							
Credit 4.1	Sustainable Cleaning Products & Materials - 30% of Annual Purchases	1			Receipts of Purchases	% of sustainable products of the covered materials purchased		Purchasing Program of green cleaning products, jan. paper products & trash bags	
Credit 4.2	Sustainable Cleaning Products & Materials - 60% of Annual Purchases	1							
Credit 4.3	Sustainable Cleaning Products & Materials - 90% of Annual Purchases	1							
Credit 5.1	Occupant Recycling - Recycle 30% of the total Waste Stream	1			~Quarterly Report ~Hauler documentation	% Diverted waste (Waste calcs from MR req. 1.1)		Organizational Waste Reduction and Recycling Policy	~95% Used batteries recycled
Credit 5.2	Occupant Recycling - Recycle 40% of the total Waste Stream	1							
Credit 5.3	Occupant Recycling - Recycle 50% of the total Waste Stream	1							
Credit 6	Additional Toxic Material Source Reduction - Reduced Mercury in Light Bulbs	1				80 picograms/lumen hour			Same as MR pr 2 with lower mercury
Sub-totals		16	0	0					

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Indoor Environmental Quality - Possible Points 22									
Credit	Description	Points	Points		Records or Reports	Calculations.	Drawings	Management Plan	Other
			Yes	Maybe					
Prereq 1	Outside Air Introduction & Exhaust Systems	Req			Quarterly Reports	Show calcs for ASHRAE compliance			~Letter verifying system meets ASHRAE 62.1-2004
Prereq 2	Environmental Tobacco Smoke (ETS) Control	Req						ETS Control Policy/State Law	
Prereq 3	Asbestos Removal or Encapsulation	Req						Asbestos Mgt. Plan	~Copy of current asbestos survey
Prereq 4	Polychlorinated Biphenyl (PCB) Removal	Req						PCB Management Plan	~Copy of current PCB survey
Credit 1	Outside Air Delivery Monitoring	1				Tested and Calibrated at 75ppm or 5% of reading every 5 years	Floor Plans locating densely populated spaces, CO2sensors and outdoor airflow measurement devices		~Installation of CO2 Monitors ~Track concentrations ~Install alarms
Credit 2	Increased Ventilation	1				For mechanically ventilated: Measurements of ventilation rates exceeding ASHRAE 62.1-2004 by 30%			~Use calcs from IEQ pr 1 ~If naturally ventilated, meet CIBSE reqmts. ~See Letter Template for add'l options
Credit 3	Construction IAQ Management Plan	1						~Construction IAQ Management Plan ~IAQ Management Specs	~Statement of construction activity
Credit 4.1	Documenting Productivity Impacts - Absenteeism & Healthcare Cost Impacts	1			Sick Leave average Health Care Premiums/co-pays and Claims/co-pays for previous 5 years	Track changes in Sick Leave and Health Care info.			
Credit 4.2	Documenting Productivity Impacts - Other Impacts	1			Sales, productivity and turnover rate for previous 5 years	Track changes in sales, productivity and turnover rate			
Credit 5.1	Indoor Chemical & Pollutant Source Control - Reduce Particulates in Air System	1			Maintenance records of replacement of filter over performance period				~Installation of filters with particle removal effectiveness MERV 13 or greater
Credit 5.2	Indoor Chemical & Pollutant Source Control - High volume Copy/Print/Fax Room	1					Building Plan and photos of large copy areas and separation of exhaust		
Credit 6.1	Controllability of Systems - Lighting	1				% of individual occupant workspaces with lighting controls	Building Plan/Photo with location of lighting controls		~Installation of lighting controls for at least 50% of occupants ~Add task lighting, as needed
Credit 6.2	Controllability of Systems - Temperature & Ventilation	1				% of individual occupant workspaces with temp. & ventilation controls	Building Plan/Photo with location of temp. & ventilation controls		~Installation of temp. & ventilation controls for at least 50% of occupants ~Add operable windows, as needed

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Credit 7.1	Thermal Comfort - Compliance	1			Trend logging of temp and humidity or psychrometric analysis				~Provide trend data temps of the previous year OR occupant survey of thermal comfort ~Letter of Compliance with ASHRAE 55-2004
Credit 7.2	Thermal Comfort - Permanent Monitoring System	1							~Installation of the permanent monitoring system with description by engineer
Credit 8.1	Daylight & Views - Daylight for 50% of Spaces	1				Daylight Factor and Area Calcs	Floor Plan		~Glare control features
Credit 8.2	Daylight & Views - Daylight for 75% of Spaces	1				Area Calcs. for Indv. Occupant Workspaces & Group Multi-Occupant Spaces	Floor Plan	Building Space Churn Renovation Plan and Policy	
Credit 8.3	Daylight & Views - Views for 40% of Spaces	1							
Credit 8.4	Daylight & Views - Views for 80% of Spaces	1							
Credit 9	Contemporary IAQ Practice	1			Documentation of the implementation of IAQ Mgt. Plan over performance period			IAQ Management Plan	
Credit 10.1	Green Cleaning - Entryway Systems	1			Quarterly reports over performance period		Floor Plan & photos		~Installation of entryway grills, mats or grates
Credit 10.2	Green Cleaning - Isolation of Janitorial Closets	1			Written description of how janitorial closets were used for cleaning chemical storage over performance period		Floor Plan & Photos	Chemical Storage Guidelines and Policy	~Installation of separation of exhaust ~Install Hot and Cold water and separate drains
Credit 10.3	Green Cleaning - Low Environmental Impact Cleaning Policy	1			Quarterly reports over performance period			Low-impact Environmental Cleaning Policy	
Credit 10.4	Green Cleaning - Low Environmental Impact Pest Management Policy	1			Quarterly reports over performance period			Indoor Pest Management Policy	
Credit 10.5	Green Cleaning - Low Environmental Impact Pest Management Policy	1			Quarterly reports over performance period			Indoor Pest Management Policy	
Credit 10.6	Green Cleaning - Low Environmental Impact Cleaning Equipment Policy	1			Records of janitorial equip. and maintenance log			Low-impact Environmental Equipment Policy	
Sub-totals		22							
Innovation in Operation & Upgrades - Possible Points 5									
Credit	Description	Points							
			Yes	Maybe	Records or Reports	Calculations.	Drawings	Management Plan	Other
Credit 1.1	~Must have measurable and quantifiable metrics in energy savings	1							
Credit 1.2	~Exceed a PREREQUISITE or DEFINED CREDIT by an additional incremental	1							
Credit 1.3	percentage	1							
Credit 1.4	~Allowed one Educational Credit. Group all related educational programs in one	1							
Credit 2	LEED Accredited Professional	1			Copy of LEED AP Certificate				
Sub-totals		5							
Total Possible Points		85							
	Initial Certification: Performance Period = 3 months (minimum)								
	Re-certification: Performance Period = 5 year (maximum)								
Certified: 32 - 39 points Silver: 40 - 47 points Gold: 48 - 63 points Platinum: 64 or more points									
Note: This checklist was published by the State of California's Department of General Services and the information was derived from the LEED reference guide and the lessons learned from certifications. This is not a USGBC publication.									