#### CHECKLIST

# Preparing Commercial Buildings for Spring and Summer

#### **Optimise Cooling & Ventilation Systems Before Demand Peaks**

- Schedule pre-summer HVAC inspections.
- Conduct TM44 compliance checks for air conditioning.
- Implement smart ventilation strategies.
- Use zonal cooling strategies adjust settings based on occupancy.
- Consider Heat Recovery Ventilation (HRV) for energy-efficient cooling.

## Improve Energy Efficiency & Cut Cooling Costs

- Ensure insulation prevents excess heat gain.
- Consider installing solar control window films.
- Upgrade to LED lighting with motion sensors.
- Shift energy-intensive activities to off-peak hours.
- Optimise BMS settings for summer.

## **Prevent Overheating & Manage Humidity**

- Install external shading solutions.
- Use dehumidifiers in critical areas.
- Consider incorporating green infrastructure solutions.
- Encourage natural cooling strategies (open windows or closed blinds).

## Manage Water Usage & Safety Risks

- Conduct Legionella Risk Assessment and system flushing.
- Install smart irrigation for green spaces.
- Schedule fire safety equipment inspections.

## **Prepare for Extreme Weather & Power Management**

- Inspect roofing and drainage systems.
- Test backup power and surge protection.
- Consider flexible working hours to manage cooling demand.



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