

12.16

### Audit Mandate Checklist

#### Audit Objectives: Investment and Operational Needs/Desires

- To save
  - Energy consumption/costs
  - Specific fuel type (details)\_
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- Maximum demand
  - To accommodate increased load in the building
  - To pass on energy costs directly to tenants/departments
  - To limit manual operation of facility/processes
  - Other (specify)\_
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#### Time Line

Completion date required

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Date preliminary findings required

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#### Resources

##### In-House Staff

- Technical
  - Clerical
  - Other (specify)
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##### External

- Consultants
  - Utilities
  - Government organizations
  - Contractors
  - Other (specify)
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## Building Conditions

Note all problems related to the following:

- Comfort
  - Breakdowns
  - Lack of capacity
  - Appearance
  - Noise
  - Operational practices
  - Maintenance practices
  - Other (specify)
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## Implementation Factors and Constraints

Housekeeping EMOs time line

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Low-cost EMOs time line

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Financial constraints

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Retrofit EMOs time line

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Financial constraints

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Applicable grants, subsidies and tax advantages

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Possibility of Audit Recommendations Being Applied to Other Buildings/Areas

- Yes
- No

Details

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Reporting Format Required

Level of detail

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Financial analysis/criteria required

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Payback period/criterion acceptable

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