

Indiana Weatherization Field Guide Summary Sheet

Copies of the 2011 Indiana Weatherization Field Guide were distributed to Indiana's Weatherization network on July 14, 2011 and accountability to this guide becomes effective August 1, 2011.

This summary is provided as a general outline of the recent updates made to the Indiana Weatherization Field Guide. It is intended to provide the location of the recent changes made to the Indiana Weatherization Field Guide. **This summary is by no means exhaustive of every change that has been made. It is imperative that everyone involved with the use and implementation of this field guide review the entire document to ensure current best practices and requirements are being met.**

This field guide will be updated as needed. The next update will include Indiana's adoption and application of ASHRAE 62.2. This update will be found in Chapter 5 – AIRFLOW upon its completion.

There are two forms that have been updated – the Indiana Gas Appliance Inspection Form and the Daily Safety Test-out Form. Both of these forms should be reviewed and put to use in the field. Both forms contain changes dealing with formatting, content, signature lines, and procedures. Both of these forms should be put to use immediately by all appropriate personnel.

The Health and Safety flow chart and information contained on pages 3-18 thru 3-24 are intended for general guidance only. This information was prepared by DOE [WPN 11-6, effective January 12, 2011] to be a broad guidance for Health and Safety issues. **Allowable cost and approved measures are not determined by this chart. Please refer to other portions of this field guide and IHCD's Policy and Procedure Manual for Indiana's specific regulations.**

- Introductory page
 - Section entitled Practical Use
- Page 1-2
 - Agency Interim Inspection added to flow chart
- Page 1-7
 - Last bullet – Screen for health concerns with client
- Page 1-8
 - Third bullet under Determine if appliances or air delivery system require modification. – “and state” is added.
- Page 1-9
 - Building Shell Analysis – Auditor – item #3 is new
 - Bullet addressing lead check swabs is new
- Page 1-12
 - Bullet point on Discuss/demonstrate any maintenance – thermostat operation is added
 - Agency Interim Inspection section has been added
- Page 1-13
 - Bullet point on Review completed work with client – thermostat operation is added
 - Last two bullet points on this page are new
- Pages 1-15 thru 1-24
 - This section has been updated to represent the classes currently being offered by INCAA. It is suggested to review this entire section.

- Page 2-2
 - Site Built Wavier Audit
 - ASHRAE 62.2 added under MVR Method
 - Draft Hood Furnace Replacement added in list of measures
- Page 2-4
 - Un-insulated ceilings – R-7 or less added
- Page 2-5
 - Partially Insulated Ceilings – >R-7 & <R-19 added
 - Replacement of Draft Hood Furnace w/ High Efficiency 92% added
- Page 2-8
 - Realignment of insulation priorities for walls, ceilings, and floors
 - Insider Store Windows added
 - ASHRAE 62.2 added under MVR Method
- Page 2-10
 - Insulation guidance
 - Walls – Cavity Air Space > 1”
 - Ceilings – if R-11 or less added
 - Floors – If R-11 or less added
- Page 2-12
 - Beacon Analysis has been added
- Page 3-2
 - Section under Health and Safety Issues at bottom of page has been added
- Pages 3-3 thru 3-17
 - Lead Based Paint Section – It is suggested this entire section be reviewed.
- Pages 3-18 thru 3-24
 - Entire section added from DOE’s Health & Safety Guidance
 - The Health and Safety flow chart and information contained on these pages are intended for general guidance only. This information was prepared by DOE [WPN 11-6, effect January 12, 2011] to be a broad guidance for Health and Safety issues. **Allowable cost and approved measures are not determined by this chart. Please refer to other portions of this field guide and IHCD’s Policy and Procedure Manual for Indiana’s specific regulations.**
- Page 3-25
 - The following bullets have been added or changed:
 - #3, #5, #7, #12, #13, #14, #16, #17, and #18
- Page 3-26
 - Bullet #7 dealing with Unvented space heaters has been added
- Page 3-31
 - The last two bullets on this page have been added
- Page 3-33
 - Diagram and part of explanation under it are new
- Page 3-37
 - The last bullet on this page has been added

- Page 3-38
 - DSTO Form
 - Space for three days
 - Process for smoking doors during set up
 - Space to record outdoor air temperature
 - Technician signature and date
- Page 3-40
 - First paragraph – CO level is now 100 ppm
 - Last sentence on page has been added
- Page 3-41
 - Illustration is new
- Page 3-43
 - Last sentence of bullet #6 has been added
 - Last bullet on page has been added
- Page 3-44
 - First bullet under Procedure – Moisture and Mold Identification
- Page 3-51
 - New diagram
- Page 3-52
 - New diagram
- Page 4-3 thru 4-26
 - Explanation of the new Gas Appliance Inspection Form
 - Note that the CO level is now 100 ppm
 - Water heater information has been updated
 - Four columns for thorough testing and completion of information
 - Appropriate signatures are required
- Page 4-29
 - New diagram
- Page 4-39
 - New diagram
- Page 4-63
 - New diagram
- Page 4-65
 - New diagram
- Page 4-69
 - Bullet #5 – should has been changed to must
 - Bullet #11 has been added
- Page 4-83
 - The last bullet on this page has been added
- Page 4-84
 - New diagram
- Page 4-85
 - The word required has been added to the third bullet point at the top of the page
- Page 4-86

- New diagram
- Page 4-92
 - New diagram & format
- Page 5-2
 - The top two paragraphs have been added
- Page 5-6
 - New diagram
- Page 5-7
 - Bullet #5 – should has been changed to must
 - Bullet #6 – should has been changed to must
 - Bullet #9 has been added dealing with dryer vents
- Page 5-8
 - New diagram
- Page 5-11
 - Last sentence on page has been added
 - Always air seal high will be added at first update
- Page 5-12
 - New diagram
- Page 5-15
 - New diagram
- Page 5-17
 - New diagram
- Page 5-19
 - Last three sentences of the last paragraph under STANDARD – COST EFFECTIVE AIR SEALING have been added
- Page 5-20
 - New diagram
- Page 5-22
 - New diagram
- Page 5-24
 - New diagram
- Page 5-25
 - Item #7 has been added
- Page 5-26
 - New diagram
- Page 5-28
 - New diagram
- Page 5-30
 - New diagram
- Page 5-34
 - New diagram
- Page 5-36
 - New diagram
- Page 5-38
 - New diagram
- Page 5-39

- Last main topic at the bottom of the page has been added
- Page 5-40
 - New diagram
- Page 5-41 thru 5-44
 - New charts
- Page 5-46
 - New diagram
- Page 5-49
 - Item #3 under Procedure – Post Inspection has been added
- Page 6-3
 - New diagram at bottom of page
- Page 6-4
 - The following portions have been added to the first paragraph:
 - “insulation should be installed utilizing high density techniques”
 - “4 pounds per cubic foot for cellulose and 2.5 pounds per cubic foot for fiberglass to meet the specifications to be considered high-density.”
- Page 6-5
 - New diagram
- Page 6-6
 - First paragraph under ATTICS has been added
 - In the first sentence under STANDARD – FLOORED ATTICS – should has been changed to must
- Page 6-7
 - New diagram
- Page 6-9
 - New diagram
- Page 6-11
 - New diagram
- Page 6-14
 - New diagram
- Page 6-15
 - Under Procedure – Basements
 - Bullet #2 – thickness and R-value of two part foam has been added
 - Bullet #4 – R-11 has been added for basement walls
- Page 6-16
 - Bullet #2 – “overlap sections a minimum of 6”” has been added
 - Bullet #3 – Thickness and R-value of two part foam has been added
 - Bullet #5 – Thickness and R-value for crawl/basement wall has been added
- Page 6-17
 - Under Procedure – Duct Insulation
 - Bullet #2 – R-value added for duct insulation
 - Bullet #5 – Bullet has been added
 - Bullet #6 – Two part foam thickness has been added

- Page 6-19
 - Under STANDARD – FLOOR CAVITY
 - First paragraph – “level of R-11 or less shall” has been added
 - Under STANDARD – ROOF CAVITY
 - The last sentence of the first paragraph has been added
- Page 6-21
 - Under Procedure – Water Pipe Insulation
 - Bullet #4 – Bullet has been added
- Page 6-22
 - Bullet has been added

The 2011 Indiana Weatherization Field Guide was distributed in hard copies to program managers on July 14, 2011. An online version is now available at <http://www.in.gov/ihcda/2523.htm>. All updates in this field guide are effective as of July 14, 2011. All initial audits and associated work orders dated August 1, 2011 and beyond will be held accountable to the requirements outlined in this field guide.