

VENTILATION SYSTEM OVERVIEW

This template has been developed to support school districts in sharing information on ventilation systems at the school level. This includes information on how systems meet requirements for regular inspection and maintenance, and additional mitigations that have been put in place to promote student and staff safety throughout the pandemic.

School District:	82 - Coast Mountains
School Name:	Kitwanga Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: August
	Date of next inspection: December plus daily system monitoring
	Date and type of most recent maintenance: Inspect, lubricate and filter change
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Increase outside air intake for more fresh air and air exchanges. Extend HVAC running schedule (to exchange air prior to occupancy)
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Merv 8 as per system design/specifications
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	Detail: Portable HEPA air filtration units ordered for 2 office spaces w/o mechanical ventilation.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Managed through automated control system monitored daily by maintenance facility staff.
Other Relevant Information:	None
District Contact for any Questions:	Name:
	Phone Number:
	Email: maintenance@cmsd.bc.ca

