

# FMEC Complete Toolkit Welcome Pack

## Level 1 Energy Audit

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By F. Mendes Engineering Consulting

Invest · Build · Grow · Give

### 1. Overview

The FMEC Complete Toolkit provides everything needed to plan, execute, and document an ASHRAE Level 1 Energy Assessment. It combines educational guidance, templates, and analytical tools for professionals and energy managers.

### 2. How to Use the Toolkit

1. Read the FMEC Practical Guide – Energy Assessments Level 1.
2. Send the Appendix A – Data Request Template to collect preliminary data.
3. Prepare and conduct the on-site audit using Appendix B and Appendix C.
4. Record efficiency measures and results in Appendix D – Register of Opportunities.
5. Refer to Appendix E – Glossary of Terms for definitions and formulas.
6. Energy Assessment Report Template.

### 3. Toolkit File Summary (Click the link to open and download each file)

File	Format	Description
<a href="#">FMEC_Practical_Guide_Energy_Assessments_Level1.docx</a>	Word	Main educational guide and methodology.
<a href="#">FMEC_Appendix_A_Data_Request_Template.xlsx</a>	Excel	Form to collect building and utility data.
<a href="#">FMEC_Appendix_B_Site_Visit_Agenda.docx</a>	Word	Schedule for on-site audit and team coordination.

<a href="#">FMEC_Appendix_C_Walkthrough_Checklist.xlsx</a>	Excel	Checklist for field observations and recommendations.
<a href="#">FMEC_Appendix_D_Register_of_Opportunities.xlsx</a>	Excel	Financial register for ECMs, savings, and ROI.
<a href="#">FMEC_Appendix_E_Glossary_of_Terms.docx</a>	Word	Reference for audit terms and formulas.
<a href="#">FMEC_Energy_Assessment_Report_Template.docx</a>	Word	Report to stakeholders

#### **4. Acknowledgment**

This toolkit was developed by F. Mendes Engineering Consulting (FMEC) to help organizations and professionals conduct effective and standardized energy assessments. It integrates global standards (ASHRAE, SEAI, ISO 50002) with FMEC's field expertise.

#### **5. Disclaimer**

This toolkit is intended for educational and professional purposes. Users are responsible for verifying data accuracy and adapting recommendations to local regulations and conditions.