



**CT WAP Weatherization Guidance No. 15**

**Effective Date: January 10, 2011**

**Updated: May 13, 2015**

### **Inspection Requirements and “Go-Backs”**

The purpose of this guidance is to inform Sub-Grantees of changes in federal policy as they pertain to “go-backs” or “call backs” where the agency performs measures to a home after the measure has been closed out and previously submitted to DOE as a completed unit. This guidance pertains to all CT WAP weatherization programs.

### **Limitation of “Go-Backs” under WAP**

DOE recently provided guidance on the proper use and application of “go-backs” under the Weatherization program, which results in a change in procedure. Due to a recent interpretation of federal guidelines, DOE has mandated that no go-backs are to occur on a home that has been submitted as a completion. As a result, as of January 10, 2011, the ability for an agency to do additional work on a home that was submitted to CT WAP and DOE as a completed unit will be severely limited.

This regulation pertains to **all** measures, including items like heating system replacements, which is a critical change in policy and will limit the agency’s ability to aid clients who require additional services after work has been completed. Therefore, it is crucial that the auditor makes **all** the necessary recommendations at the time of the audit and enters the information properly in the energy audit software. The reviewer, the person responsible for reviewing the audit, must verify that the information has been entered accurately by the auditor before issuing any work orders. During the inspection, the inspector must ensure that the recommended measures were done and installed in accordance with CT-WAP and ensure that measures were not overlooked by the auditor.

Final inspections done by the agency, under this policy change, become the most important tool that an agency has to ensure proper service delivery under the weatherization program. Care must be taken by the agency to ensure that its inspectors are well-trained and qualified to evaluate the measures done to the home and able to call for additional measures, if necessary, prior to signing off on a completion certificate and submittal of the job to CT WAP.

If a CT WAP QCI inspector deems additional measures necessary, the auditor will need to do the following steps after CT WAP has been contacted to unlock the audit: purge the history for **all**

**items** on the unit; place all ***original and new*** measures on a contract; assign the installer; and assign the work orders to determine that they are cost-effective. Please note that if a previous installed measure(s) does not obtain the SIR, the agency will not be allowed to report the measure(s) that were thrown off the BWR as a result of the revision.

A qualified auditor/inspector will limit the impact of this policy change; therefore Sub-Grantees are encouraged to send their staff to additional training, if necessary. Should an agency believe that their staff requires additional training, they may contact CT WAP to schedule it.

The only exception to this policy change involves those measures that may be charged to utility funds. As utility sources are not DOE-funded, measures allowed by Eversource and UI (HES-IE) may be done after completion is submitted. Please note this does **not** include heating systems, as heating systems are leveraged with federal funds.