



**NON-RESIDENTIAL  
NEW CONSTRUCTION  
(NRNC)**

**DESIGN REFERENCE GUIDE  
& SUBMISSION FORMAT**

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## INTRODUCTION

The purpose of the Green Building Index Design Reference Guide is to establish a guidance document to assist project teams in understanding the criteria for each of the main components of the Green Building Index Rating Tool. The project team can use the document as a guide when submitting for the Green Building Index as it clearly identifies examples of how and what is required for completing the submission. Each of the main six criteria's are further divided into the corresponding sub-sections in obtaining the necessary credit points. This guide is indicative and not an exhaustive/definitive reference to the Green Building Index rating tool.

The basic framework of this document sets out for each subsection the intent, description, requirements, approach & implementation and in some occasions calculations to achieve the credit point for each sub-section. The Green Building Index Design Reference Guide further becomes the base curriculum for the training of facilitators on the Green Building Index Rating Tools.

To attain the Green Building Index classification, the procedures are as follows:

- STAGE 1            APPLICATION & REGISTRATION**
- STAGE 2            DESIGN ASSESSMENT (DA)**
- STAGE 3            COMPLETION & VERIFICATION ASSESSMENT (CVA)**

A summary of the stages is described below:

### **STAGE 1 | APPLICATION & REGISTRATION**

Complete and Submit application form with Owner's information, project contact details, project information and any supporting documents to GreenbuildingIndex Sdn Bhd (GSB). Upon acceptance & approval of the application documentation, the registration fee will be confirmed dependent on the size of the project. On payment of fees, a GBI registration number will be given, and the terms and conditions duly signed between owner and GSB. A GBI Certifier will be assigned for the duration of the project.

GBI Registration Fees can be obtained from [www.greenbuildingindex.org](http://www.greenbuildingindex.org)

### **GBI Terms & Conditions**

An agreement spelling out the terms and conditions between Project owner and Greenbuildingindex Sdn Bhd to be duly signed at this stage.

### **STAGE 2 | DESIGN ASSESSMENT (DA)**

Appraisal conducted upon the submission by the Project Design team / Client (Architect/Engineer/ Building Owner or Developer directly or through a GBI Facilitator) of comprehensive design and other necessary documents for Green Building Index Assessment. After acceptance of registration from GBI, the Project Design team & client should proceed to collect information for each of the six criteria completing the submittal requirements described under each detailed sub-section. It is recommended that the information submitted is based on preconstruction information (ie tender documentation stage) when all parameters of the design have been finalised. A Provisional Design Assessment certificate is given at this stage. A summary Design Assessment (DA) checklist is provided to determine target scoring.

### **STAGE 3 | COMPLETION & VERIFICATION ASSESSMENT (CVA)**

Appraisal conducted upon CPC of the project when all necessary documents are re-submitted according to as-built information and calculations by the Project Design Team / Client (Architect/Engineer/Building Owner or Developer directly or through a GBI Facilitator). The Completion & Verification Assessment confirms that the targeted criteria have been properly implemented and achieved, or otherwise, for the intended classification.

GBI verifies within 12 months of CPC (or CCC/OC/OP whichever is the later); or earlier, if occupancy is not less than 50%, on the project classification. The verification process involves verifying the actual measured energy and water use, sustainable site measures, indoor comfort survey results and action plan, Building Manual and Sustainable Maintenance program. A full Certification is given at this stage. A summary Completion & Verification Assessment (CVA) checklist is provided to determine target scoring.

### **APPEAL PROCEDURES**

Appeal can be submitted (with fee paid) after receiving the Design Assessment result or after receiving the Completion & Verification Assessment results.

### **VALIDITY OF CERTIFICATION**

The validity of the certification is limited for three years. This is to encourage sustainable building maintenance management throughout the life of the building.

### **CERTIFIERS & FACILITATORS**

GBI Certifiers perform the detailed assessment and accrediting tasks of building projects submitted to the GBI Accreditation Panel (GBIAP) for final certification.

GBI Facilitators provide services to enable building projects to achieve GBI Accreditation. A GBI Facilitator is a registered person with GSB having completed the training and examinations conducted by GSB.

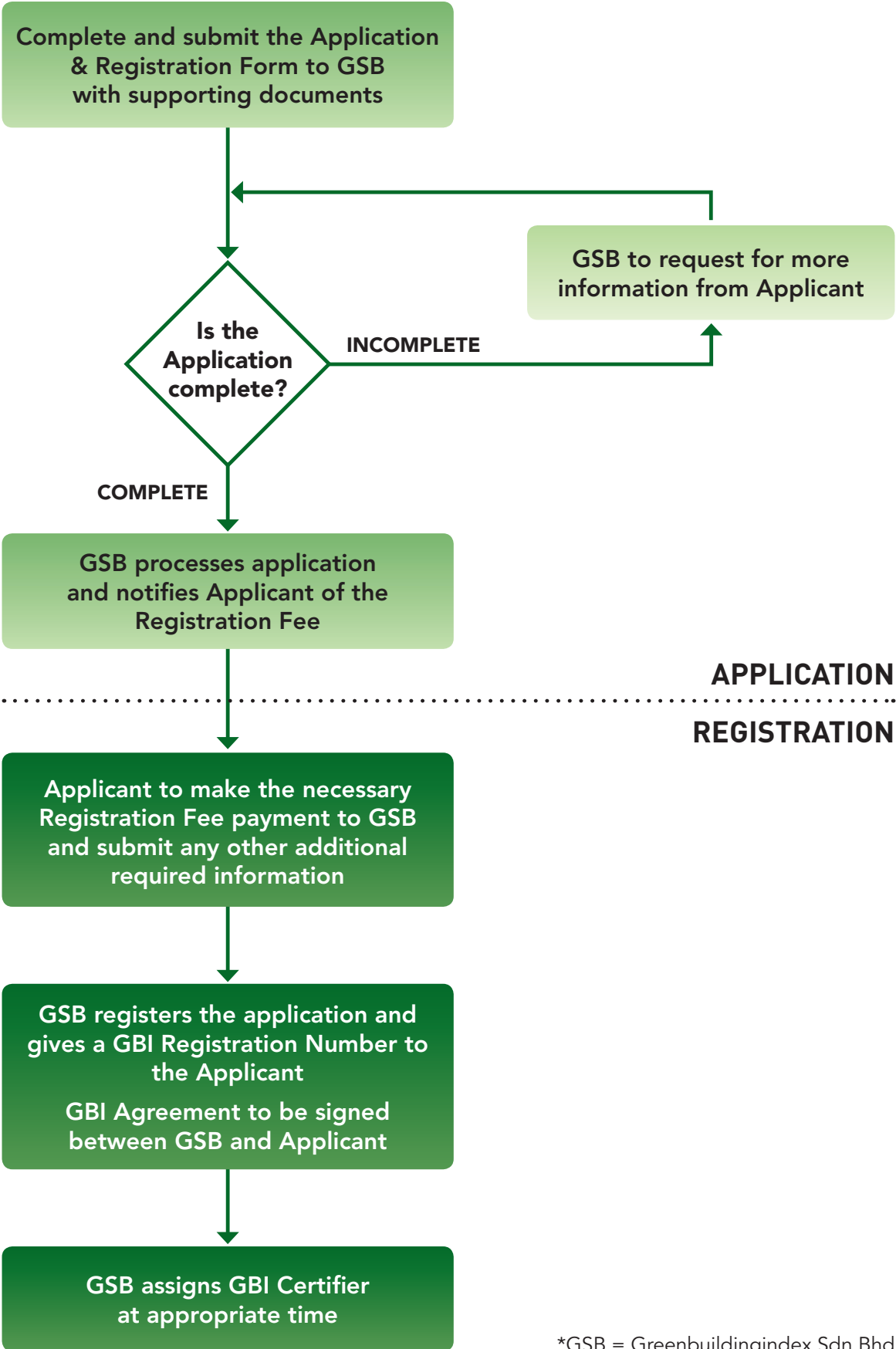
### **GBI TERMS & CONDITIONS**

An agreement setting out the terms and conditions between the Project owner and GreenbuildingIndex Sdn Bhd.



**NON-RESIDENTIAL NEW  
CONSTRUCTION (NRNC)  
PROCEDURES**

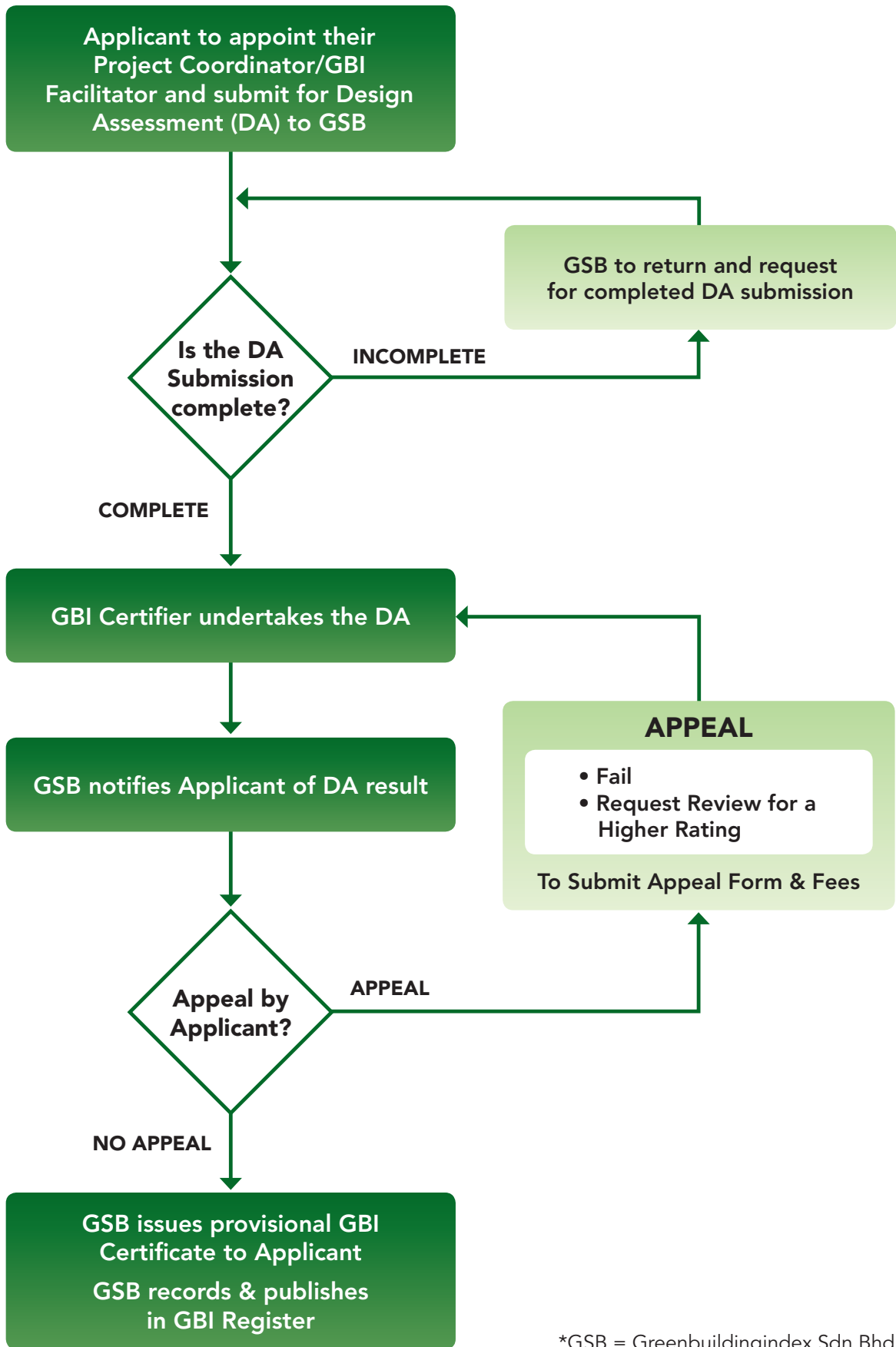
# STAGE 1 APPLICATION & REGISTRATION



**APPLICATION  
REGISTRATION**

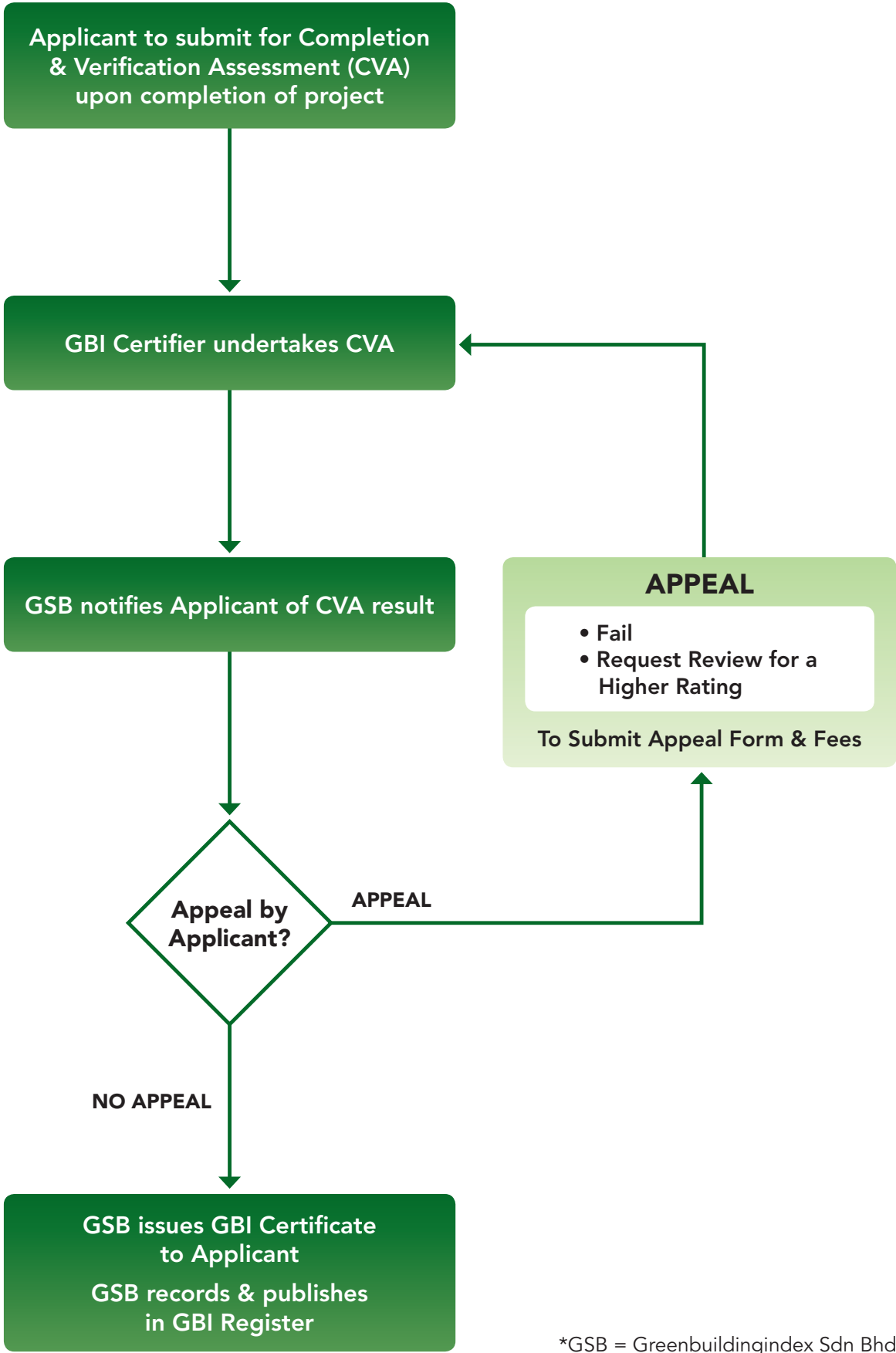
\*GSB = Greenbuildingindex Sdn Bhd

# STAGE 2 DESIGN ASSESSMENT (DA)



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## STAGE 3 COMPLETION & VERIFICATION ASSESSMENT (CVA)



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**NON-RESIDENTIAL NEW  
CONSTRUCTION (NRNC)  
CRITERIA CHECKLIST  
& SUBMISSION FORMAT**

# NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) PROJECT INFORMATION

<b>PROJECT NAME</b>	
<b>PROJECT ADDRESS</b>	
<b>POSTCODE</b>	
<b>STATE</b>	

<b>APPLICANT</b>	
<b>CONTACT PERSON</b>	

<b>ARCHITECT</b>	
<b>CIVIL ENGINEER</b>	
<b>STRUCTURAL ENGINEER</b>	
<b>MECHANICAL ENGINEER</b>	
<b>ELECTRICAL ENGINEER</b>	
<b>QUANTITY SURVEYOR</b>	
<b>LAND SURVEYOR</b>	
<b>LANDSCAPE CONSULTANT</b>	
<b>OTHER SPECIALIST CONSULTANT(S)</b>	
<b>MAIN CONTRACTOR</b>	
<b>LOCAL AUTHORITY</b>	
<b>TOTAL GROSS FLOOR AREA</b>	
<b>LAND AREA FOR LANDED PROPERTY</b>	

<b>BUILDING DESCRIPTION</b>	

## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)

## ASSESSMENT CRITERIA OVERALL POINTS SCORE

PART	ITEM	MAXIMUM POINTS
1	Energy Efficiency (EE)	35
2	Indoor Environmental Quality (EQ)	21
3	Sustainable Site Planning & Management (SM)	16
4	Material & Resources (MR)	11
5	Water Efficiency (WE)	10
6	Innovation (IN)	7
<b>TOTAL SCORE</b>		<b>100</b>

## GREEN BUILDING INDEX CLASSIFICATION

POINTS	GBI RATING
86+ points	Platinum
76 to 85 points	Gold
66 to 75 points	Silver
50 to 65 points	Certified

# NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) ASSESSMENT CRITERIA SCORE SUMMARY

PART	CRITERIA	ITEM	POINTS	SUBMITTER	GBI	
1	<b>EE</b>	<b>ENERGY EFFICIENCY</b>				
	<b>Design</b>					
	EE1	Minimum EE Performance	1			
	EE2	Lighting Zoning	3			
	EE3	Electrical Sub-metering	1			
	EE4	Renewable Energy	5			
	EE5	Advanced EE Performance - BEI	15			
	<b>Commissioning</b>					
	EE6	Enhanced Commissioning	3			
	EE7	Post Occupancy Commissioning	2			
	<b>Verification &amp; Maintenance</b>					
	EE8	EE Verification	2			
EE9	Sustainable Maintenance	3				
2	<b>EQ</b>	<b>INDOOR ENVIRONMENTAL QUALITY</b>				
	<b>Air Quality</b>					
	EQ1	Minimum IAQ Performance	1			
	EQ2	Environmental Tobacco Smoke (ETS) Control	1			
	EQ3	Carbon Dioxide Monitoring and Control	1			
	EQ4	Indoor Air Pollutants	2			
	EQ5	Mould Prevention	1			
	<b>Thermal Comfort</b>					
	EQ6	Thermal Comfort: Design & Controllability of Systems	2			
	EQ7	Air Change Effectiveness	1			
	<b>Lighting, Visual &amp; Acoustic Comfort</b>					
	EQ8	Daylighting	2			
	EQ9	Daylight Glare Control	1			
	EQ10	Electric Lighting Levels	1			
	EQ11	High Frequency Ballasts	1			
	EQ12	External Views	2			
	EQ13	Internal Noise Levels	1			
<b>Verification</b>						
EQ14	IAQ Before & During Occupancy	2				
EQ15	Post Occupancy Comfort Survey: Verification	2				

**GREEN BUILDING INDEX DESIGN REFERENCE GUIDE & SUBMISSION FORMAT**

PART	CRITERIA	ITEM	POINTS	SUBMITTER	GBI
3	<b>SM</b>	<b>SUSTAINABLE SITE PLANNING &amp; MANAGEMENT</b>			
	<b>Site Planning</b>				
	SM1	Site Selection	1		
	SM2	Brownfield Redevelopment	1		
	SM3	Development Density & Community Connectivity	2		
	SM4	Environment Management	2		
	<b>Construction Management</b>				
	SM5	Earthworks - Construction Activity Pollution Control	1		
	SM6	QLASSIC	1		
	SM7	Workers' Site Amenities	1		
	<b>Transportation</b>				
	SM8	Public Transportation Access	1		
	SM9	Green Vehicle Priority	1		
SM10	Parking Capacity	1			
<b>Design</b>					
SM11	Stormwater Design – Quantity & Quality Control	1			
SM12	Greenery & Roof	2			
SM13	Building User Manual	1			
4	<b>MR</b>	<b>MATERIALS &amp; RESOURCES</b>			
	<b>Reused &amp; Recycled Materials</b>				
	MR1	Materials Reuse and Selection	2		
	MR2	Recycled Content Materials	2		
	<b>Sustainable Resources</b>				
	MR3	Regional Materials	1		
	MR4	Sustainable Timber	1		
	<b>Waste Management</b>				
	MR5	Storage & Collection of recyclables	1		
MR6	Construction Waste Management	2			
<b>Green Products</b>					
MR7	Refrigerants & Clean Agents	2			
5	<b>WE</b>	<b>WATER EFFICIENCY</b>			
	<b>Water Harvesting &amp; Recycling</b>				
	WE1	Rainwater Harvesting	2		
	WE2	Water Recycling	2		
	<b>Increased Efficiency</b>				
	WE3	Water Efficient - Irrigation/Landscaping	2		
WE4	Water Efficient Fittings	2			
WE5	Metering & Leak Detection System	2			
6	<b>IN</b>	<b>INNOVATION</b>			
	IN1	Innovation in Design & Environmental Design Initiatives	6		
	IN2	Green Building Index Accredited Facilitator	1		
<b>TOTAL POINTS</b>			<b>100</b>		

## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)

The Non Residential New Construction (NRNC) Reference Guide is formatted in reference to the Non-Residential New Construction Tool. It is envisaged that this reference guide is a live document that from time to time will be updated for the benefit of the end users.

The Reference guide has been formatted to form part of the basic criteria checklist for all documentation submissions for both the Design Assessment (DA) and Completion & Verification Assessment (CVA). The front cover sheet of the the individual criteria will be attached with the documentation drawings, project narratives and technical submissions. The criteria checklist will be signed by the Principal Submitting Person (in short "PSP") , Submitting Person ( in short "SP") or Specialist (in short "S") together with the client's (in short "C") .

Enclosed the summary checklist together with the corresponding signatories required for each criteria.

PART	CRITERIA	ITEM	REQUIRED SIGNATORIES
1	<b>EE</b>	<b>ENERGY EFFICIENCY</b>	
	EE1	Minimum EE Performance	PSP and C
	EE2	Lighting Zoning	SP and C
	EE3	Electrical Sub-metering	SP and C
	EE4	Renewable Energy	SP/S and C
	EE5	Advanced EE Performance - BEI	SP/S and C
	EE6	Enhanced Commissioning	SP/S and C
	EE7	Post Occupancy Commissioning	SP/S and C
	EE8	EE Verification	SP/S and C
	EE9	Sustainable Maintenance	SP/S and C
2	<b>EQ</b>	<b>INDOOR ENVIRONMENTAL QUALITY</b>	
	EQ1	Minimum IAQ Performance	SP and C
	EQ2	Environmental Tobacco Smoke (ETS) Control	PSP and C
	EQ3	Carbon Dioxide Monitoring and Control	SP and C
	EQ4	Indoor Air Pollutants	PSP and C
	EQ5	Mould Prevention	PSP/SP and C
	EQ6	Thermal Comfort: Design & Controllability of Systems	SP and C
	EQ7	Air Change Effectiveness	SP and C
	EQ8	Daylighting	PSP and C
	EQ9	Daylight Glare Control	PSP and C
	EQ10	Electric Lighting Levels	SP and C
	EQ11	High Frequency Ballasts	SP and C
	EQ12	External Views	PSP and C
	EQ13	Internal Noise Levels	PSP/SP and C
	EQ14	IAQ Before & During Occupancy	SP/S and C
EQ15	Post Occupancy Comfort Survey: Verification	S and C	
3	<b>SM</b>	<b>SUSTAINABLE SITE PLANNING &amp; MANAGEMENT</b>	
	SM1	Site Selection	PSP and C
	SM2	Brownfield Redevelopment	PSP and C
	SM3	Development Density & Community Connectivity	PSP and C
	SM4	Environment Management	PSP and C
	SM5	Earthworks - Construction Activity Pollution Control	SP and C
	SM6	QLASSIC	PSP and C
	SM7	Workers' Site Amenities	PSP and C
	SM8	Public Transportation Access	PSP and C
	SM9	Green Vehicle Priority	PSP and C
	SM10	Parking Capacity	PSP and C
	SM11	Stormwater Design – Quantity & Quality Control	SP and C
	SM12	Greenery & Roof	PSP/SP and C
SM13	Building User Manual	S and C	

## GREEN BUILDING INDEX DESIGN REFERENCE GUIDE & SUBMISSION FORMAT

PART	CRITERIA	ITEM	REQUIRED SIGNATORIES
<b>4</b>	<b>MR</b>	<b>MATERIALS &amp; RESOURCES</b>	
	MR1	Materials Reuse and Selection	PSP/QS and C
	MR2	Recycled Content Materials	PSP/QS and C
	MR3	Regional Materials	PSP/QS and C
	MR4	Sustainable Timber	PSP/QS and C
	MR5	Storage & Collection of Recyclables	PSP/QS and C
	MR6	Construction Waste Management	PSP/QS and C
	MR7	Refrigerants & Clean Agents	SP and C
<b>5</b>	<b>WE</b>	<b>WATER EFFICIENCY</b>	
	WE1	Rainwater Harvesting	PSP/SP/S and C
	WE2	Water Recycling	SP/S and C
	WE3	Water Efficient - Irrigation/Landscaping	SP and C
	WE4	Water Efficient Fittings	PSP/QS and C
	WE5	Metering & Leak Detection System	SP and C
<b>6</b>	<b>IN</b>	<b>INNOVATION</b>	
	IN1	Innovation in Design & Environmental Design Initiatives	PSP/SP/S and C
	IN2	Green Building Index Accredited Facilitator	S and C

**PSP** is defined as Architect or Engineer (similar to the definition in Certificate of Completion & Compliance, CCC)

**SP** is defined as Engineer, Landscape Architect, Planner and Quantity Surveyor (QS).

**S** is defined as Specialist which includes Facilitator, Project Manager, Facilities Manager, Energy or Sustainable Consultant and Commissioning Specialist.

**C** is defined as Client or client's assigned representative.

## SUBMISSION FORMAT & SIGNATURES

All submission information shall be attached to the cover criteria sheet along with the signatures for each of the criteria. The criteria checklist will be marked by the submitter and all project documentation as described under "Required Submission for Design Assessment (DA)" or "Required Submission for Completion & Verification Assessment (CVA)". Please leave the GBI's column for the administration of GSB. All documents must be duly verified and signed as part of the procedural requirements. GSB will return documents that are not submitted in full compliance for correct action.

The following is the recommended format of all documents that will form the Design Assessment (DA) & Completion & Verification Assessment (CVA) submission;

1. All Drawings, Plans, Sections and Elevations to be formatted on A3 size paper, with respective scale or scales clearly indicated. Should drawings be too small for legibility, provide a key plan with part plans for full clarity of building information.
2. All Perspectives to fit A3 size paper.
3. All Reports to be A4 format. Signature of Qualified submitting professional should form part of the submission.
4. Clearly mark the Design Assessment Checklist or Completion & Verification Checklist on submission of documentations together with a Design Submission form.

All submission to be saved into CDROM pdf format. Two (2) hard copies and three (3) copies of CDROM are to be submitted to GSB.



**NON-RESIDENTIAL NEW  
CONSTRUCTION (NRNC)  
ASSESSMENT CRITERIA**

**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**ENERGY EFFICIENCY**  
**(EE)**

## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) ENERGY EFFICIENCY (EE)

<b>EE1</b>	<b>MINIMUM EE PERFORMANCE</b>	<b>1 POINT</b>
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### INTENT

To create energy efficiency (EE) awareness and promote the use of MS 1525.

### DESCRIPTION

Establish minimum energy efficiency (EE) performance to reduce energy consumption in buildings, thus reducing CO<sub>2</sub> emission to the atmosphere. Meet the following minimum EE requirements as stipulated in MS 1525.

### REQUIREMENTS

OTTV ≤ 50, RTTV ≤ 25. Submit calculations. Use of the BEIT software or other GBI approved software is acceptable, **AND**

Provision of Energy Management System where Air Conditioned space ≥ 4000m<sup>2</sup>

### APPROACH & IMPLEMENTATION

Wall insulation can be achieved in many ways, such as, but not limited to, using autoclaved lightweight concretes, composite insulated walls, double brickwall and many other construction systems. Glazing should be optimally sized. The use of Insulated Glazing Units and/or performance glazing such as low-e and/or spectrally selective glazing is encouraged. Roof should be insulated with suitable insulation materials to prevent heat gain into occupied spaces.

### POTENTIAL TECHNOLOGIES & STRATEGIES

Design the building envelope, HVAC, lighting and other systems to maximize energy performance.

### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. Plans and elevations marking out walls & apertures used for the calculation coloured blue; and walls & apertures not used for calculation coloured red. Recommended scale 1: 200.	<input type="radio"/>	<input type="radio"/>
2. OTTV calculations for each facing wall and roof.	<input type="radio"/>	<input type="radio"/>
3. Description of wall & aperture materials specified.	<input type="radio"/>	<input type="radio"/>
4. Calculations of U-values for roof and walls.	<input type="radio"/>	<input type="radio"/>
5. Proposed Glazing specifications on Shading Coefficient, U-values and Visible Light Transmission.	<input type="radio"/>	<input type="radio"/>
6. Confirm provision of Energy Management System where air conditioned space ≥ 4000m <sup>2</sup> .	<input type="radio"/>	<input type="radio"/>

### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. As Built plans and elevations marking out walls & apertures used for the calculation coloured blue; and walls & apertures not used for calculation coloured red.	<input type="radio"/>	<input type="radio"/>
2. OTTV calculations for each facing wall and roof.	<input type="radio"/>	<input type="radio"/>
3. Description of built wall & aperture materials with U-value calculation	<input type="radio"/>	<input type="radio"/>
4. Manufacturer issued glazing specification on shading coefficient, U-values and Visible Light Transmission.	<input type="radio"/>	<input type="radio"/>
5. Description of as-installed Energy Management System and i/o schedule.	<input type="radio"/>	<input type="radio"/>
6. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

<b>PROJECT NAME</b>				<b>DATE</b>
<b>SUBMITTING PROFESSIONAL</b>	NAME	DESIGNATION	COMPANY	SIGNATURE
<b>CLIENT</b>	NAME	DESIGNATION	COMPANY	SIGNATURE

**NOTE ATTACH ALL SUBMITTALS WITH THIS COVER PAGE**

## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) ENERGY EFFICIENCY (EE)

<b>EE2</b>	<b>LIGHTING ZONING</b>	<b>3 POINTS</b>
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### INTENT

To provide flexible lighting controls to optimise energy savings.

### DESCRIPTION

Encourage and recognise lighting design practices that offer greater flexibility for light switching, making it easier to light only occupied areas.

### REQUIREMENTS

**1 point:** Awarded for all individual or enclosed spaces to be individually switched; and the size of individually switched lighting zones shall not exceed 100m<sup>2</sup> for 90% of the NLA; with switching clearly labelled and easily accessible by building occupants.

**1 point:** Awarded for provision of auto-sensor controlled lighting in conjunction with daylighting strategy for all perimeter zones and daylit areas, if any.

**1 point:** Awarded for provision of motion sensors or equivalent to complement lighting zoning for at least 25% NLA.

### APPROACH & IMPLEMENTATION

Decreasing the size of lighting zones allows for more flexible control over lighting giving owners/tenants the ability to reduce energy consumption and costs by only lighting those areas or zones that are occupied or required.

### POTENTIAL TECHNOLOGIES & STRATEGIES

Design lighting zones by increasing switching flexibility with controls by individual switches and/or automated sensing devices.

### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. Drawings of floor plans clearly showing every proposed individually switched lighting zone and its coverage area.	<input type="radio"/>	<input type="radio"/>
2. Electrical schematic drawings showing the locations and extent of switching, the area controlled by the switch and automated control sensing system detailed.	<input type="radio"/>	<input type="radio"/>
3. Report to include the areas of all switched zones and confirmation that the total areas meet the percentage NLA requirements.	<input type="radio"/>	<input type="radio"/>

### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. As-Built Drawings of floor plans clearly showing each individually switched lighting zone and its coverage area.	<input type="radio"/>	<input type="radio"/>
2. As-Built Electrical schematic drawings showing the locations and extent of switching, the area controlled by the switch and automated control sensing system detailed.	<input type="radio"/>	<input type="radio"/>
3. Report to include the exact areas of all switched zones and confirmation that the total area meets the percentage NLA requirements.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

<b>PROJECT NAME</b>				<b>DATE</b>
<b>SUBMITTING PROFESSIONAL</b>	NAME	DESIGNATION	COMPANY	SIGNATURE
<b>CLIENT</b>	NAME	DESIGNATION	COMPANY	SIGNATURE

**NOTE ATTACH ALL SUBMITTALS WITH THIS COVER PAGE**

**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
ENERGY EFFICIENCY (EE)**

<b>EE3</b>	<b>ELECTRICAL SUB-METERING &amp; TENANTS SUB-METERING</b>	<b>1 POINT</b>
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**INTENT**

To monitor energy consumption of key building services as well as all tenancy areas.

**DESCRIPTION**

Encourage and recognise the provision of energy sub-metering to facilitate energy monitoring of base building services.

Encourage and recognise the provision of energy sub-metering to facilitate energy monitoring by tenants or end users

**REQUIREMENTS**

**1 point:** Provide sub-metering where energy use  $\geq 100\text{kVA}$ ; with separate sub-metering for lighting and separate for power at each floor or tenancy, whichever is smaller.

**APPROACH & IMPLEMENTATION**

For typical buildings, separate metering shall be provided for car parks; chillers; AHUs; lifts; common area lighting and power and any additional item which carries an energy use  $\geq 100\text{kVA}$ .

For a speculative buildings, compliance is by demonstrating commitment and provision to install meters for separate tenancy areas. As a minimum this is to be provided on each floor and to each wing or other clearly separable tenancy area or zone.

Where Energy Management System (EMS) is provided, all meters should be linked to the EMS for monitoring and recording, and control where appropriate.

**POTENTIAL TECHNOLOGIES & STRATEGIES**

To use the Energy Management System (EMS) for measurement and management of energy usage including Maximum Demand Limiting.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. An extract from the specification detailing the installation requirements for electrical sub-meters that meets the credit criteria.	<input type="radio"/>	<input type="radio"/>
2. Clearly marked electrical schematic drawings showing the proposed locations of meters and the usage served by those meters.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-Built Electrical schematic drawings showing the exact locations of meters and the building usage served by those meters.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

<b>PROJECT NAME</b>				DATE
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**NOTE ATTACH ALL SUBMITTALS WITH THIS COVER PAGE**

## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) ENERGY EFFICIENCY (EE)

<b>EE4</b>	<b>RENEWABLE ENERGY</b>	<b>5 POINTS</b>
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### INTENT

To promote the use of all forms of renewable energy so as to reduce environmental impact and emission of CO<sub>2</sub>.

### DESCRIPTION

The use of renewable energy systems will help to defer the need for power plant-up and promote green energy use. Calculate the project performance by expressing the energy produced by the renewable energy systems as a percentage of the building annual energy use. In the context of the built environment in Malaysia, the most likely form of renewable energy would be derived from BIPV. Other forms of renewable energy are also applicable with their appropriate conversion into equivalent electrical energy for calculation purposes.

### REQUIREMENTS

**2 points** : Awarded where 0.5 % (of the total electricity consumption is generated by renewable energy) or 5 kWp (of BIPV) whichever is the greater, **OR**

**3 points** : Awarded where 1.0 % or 10 kWp whichever is the greater, **OR**

**4 points** : Awarded where 1.5 % or 20 kWp whichever is the greater, **OR**

**5 points** : Awarded where 2.0 % or 40 kWp whichever is the greater.

**Note:** Electricity includes other form of energy.

### APPROACH & IMPLEMENTATION

Assess the project for renewable energy potential including solar, wind, geothermal, low-impact hydro, biomass and other non-polluting technologies. Building Integrated PhotoVoltaic (BIPV) is highly recommended to be used to generate renewable electricity in non-residential buildings in the Malaysian climate. The BIPV system can be grid connected or stand-alone system with or without battery pack to store excess energy production.

### POTENTIAL TECHNOLOGIES & STRATEGIES

Assess the project for non-polluting and renewable energy potential including solar, wind, geothermal, low-impact hydro, biomass and bio-gas strategies. When applying these strategies, take advantage of net metering with the local utility.

### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. Plans and elevations marking out areas allocated to house renewable energy equipment.	<input type="radio"/>	<input type="radio"/>
2. Describe proposed technology to be used, including documenting total kWp or predicted equivalent energy in kWh.	<input type="radio"/>	<input type="radio"/>
3. Predicted total electricity consumption by the building and percentage of renewable energy to be generated.	<input type="radio"/>	<input type="radio"/>

### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. As-Built plans and elevations marking out installation location of renewable energy equipment.	<input type="radio"/>	<input type="radio"/>
2. Manufacturer's technical specification of the renewable energy equipment.	<input type="radio"/>	<input type="radio"/>
3. As-Measured kWp or equivalent renewable energy generated.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) ENERGY EFFICIENCY (EE)

<b>EE5</b>	<b>ADVANCED EE PERFORMANCE</b>	<b>15 POINTS</b>
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### INTENT

To encourage enhancement of building EE performance thereby reducing CO<sub>2</sub> emission.

### REQUIREMENTS

Up to 15 points are awarded where it is demonstrated that Energy Efficiency (EE) performance exceeds the baseline minimum to reduce energy consumption in the building. Achieve Building Energy Intensity (BEI) as defined under GBI reference (use of BEIT Software or other GBI approved software is acceptable), for award of points as follows:

- 2 points** = BEI ≤ 150 kWh/m<sup>2</sup>/year
- 3 points** = BEI ≤ 140 kWh/m<sup>2</sup>/year
- 5 points** = BEI ≤ 130 kWh/m<sup>2</sup>/year
- 8 points** = BEI ≤ 120 kWh/m<sup>2</sup>/year
- 10 points** = BEI ≤ 110 kWh/m<sup>2</sup>/year
- 12 points** = BEI ≤ 100 kWh/m<sup>2</sup>/year
- 15 points** = BEI ≤ 90 kWh/m<sup>2</sup>/year

**Note:** BEI values given above are applicable to Office Buildings. Refer to GSB for BEI values for other categories of Non-Residential Buildings.

### APPROACH & IMPLEMENTATION

Cutting edge technologies and materials should be fully explored for application. For passive design applications, consider use of better insulation materials, such as wall insulation of autoclaved lightweight concrete, composite insulated wall, double brickwall or other options. Glazing should be optimally sized and the use of performance glazing such as low-e and/or spectrally selective glazing is encouraged. Roof insulation should also be properly addressed. For active design applications, consider EE products for all components and educate users on need to reduce plug loads both in procurement policy and usage.

### POTENTIAL TECHNOLOGIES & STRATEGIES

Design the building envelope and systems to maximize energy performance. Adopt the most energy efficient design concepts and strategies. Quantify BEI performance as compared to a baseline building with the aid of appropriate simulation software tools as appropriate.

### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. All documentation provided for EE1 (cross referenced)	<input type="radio"/>	<input type="radio"/>
2. Submit predicted BEI calculations. (For GBI Certified or Silver rating, may use static energy calculation using manual method or software programs such as BEIT or other GBI approved software programs; for GBI Gold or Platinum, must use dynamic energy calculation using GBI approved software programs)	<input type="radio"/>	<input type="radio"/>

### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. Actual verified BEI achieved for completed building.	<input type="radio"/>	<input type="radio"/>
2. Actual EMS printouts.	<input type="radio"/>	<input type="radio"/>
3. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
ENERGY EFFICIENCY (EE)**

<b>EE6</b>	<b>ENHANCED COMMISSIONING OF BUILDING ENERGY SYSTEMS</b>	<b>3 POINTS</b>
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**INTENT**

To ensure building’s energy related system are designed and installed to achieve proper commissioning so as to realise their full potential and intent. This will serve to eliminate the bad practice of not fully commissioning the installed systems.

**REQUIREMENTS**

Appoint an independent GBI recognised Commissioning Specialist (CxS) at the onset of the design process to verify that comprehensive pre-commissioning and commissioning is performed for all the building’s energy related systems in accordance with ASHRAE Commissioning Guideline or other GBI approved equivalent standard/s by:

- Conducting at least one commissioning design review during the detailed design stage and back-check the review comments during the tender documentation stage.
- Developing and incorporating commissioning requirements into the tender documents.
- Developing and implementing a commissioning plan.
- Verifying the installation and performance of the systems to be commissioned.
- Reviewing contractor submittals applicable to systems being commissioned for compliance.
- Developing a systems manual that provides information for future operating staff to understand and operate the commissioned systems optimally.
- Verifying the requirements for training operating personnel and building occupants are completed.

**APPROACH & IMPLEMENTATION**

Appointment of a CxS from design through to handover stage. CxS to provide commissioning advice (including accessibility and maintainability provisions) to the Client and the design team and to monitor and verify commissioning of the building’s energy related systems.

**POTENTIAL TECHNOLOGIES & STRATEGIES**

Installation of state-of-the-art measuring devices and sensors that will aid in commissioning and also enhance EE.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Confirmation letter from the CxS of his appointment and scope of works in accordance with the GBI CxS requirements.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Documentary evidence that the full scope of CxS works have been carried out during the contract administration phase.	<input type="radio"/>	<input type="radio"/>
2. The final commissioning report including recommendations to the client regarding the performance of the commissioned building energy related systems.	<input type="radio"/>	<input type="radio"/>
3. A copy of the systems manual as described in the CxS scope of works.	<input type="radio"/>	<input type="radio"/>
4. Documented evidence of training of building management staff.	<input type="radio"/>	<input type="radio"/>
5. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
ENERGY EFFICIENCY (EE)**

<b>EE7</b>	<b>POST OCCUPANCY COMMISSIONING</b>	<b>2 POINTS</b>
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**INTENT**

To ensure proper design and commissioning are carried out during and after fit-outs (if any) so that the intended EE and IEQ are fully sustained.

**REQUIREMENTS**

**1 point:** Awarded where design engineer reviews all tenancy fit-out plans to ensure original design intent is not compromised and upon completion of the fit-out works, verify and fine-tune the installations to suit.

**1 point:** Awarded where within 12 months of completion (or earlier if there is at least 50% occupancy), the CxS carries out a full post/re-commissioning of the building's energy related systems to verify that their performance is sustained in conjunction with the completed tenancy fit-outs.

**APPROACH & IMPLEMENTATION**

Design engineers must check all fit-out designs. The CxS shall carry out the post occupancy commissioning for all tenancy areas after fit-out changes are completed.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Declaration that post occupancy commissioning will be undertaken.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Document what has been approved and constructed for post-occupancy fit-out's.	<input type="radio"/>	<input type="radio"/>
2. CxS to verify recommissioning of post occupancy fit-out, if applicable.	<input type="radio"/>	<input type="radio"/>
3. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
ENERGY EFFICIENCY (EE)**

<b>EE8</b>	<b>EE VERIFICATION</b>	<b>2 POINTS</b>
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**INTENT**

To provide for the ongoing accountability of building energy consumption over time.

**REQUIREMENTS**

**2 points:** Awarded for the use of Energy Management System to monitor and analyse energy consumption including reading of sub-meters, **AND**

Fully commission EMS including Maximum Demand Limiting programme within 12 months of practical completion (or earlier if there is at least 50% occupancy).

Compliance to both to attain the 2 points.

**APPROACH & IMPLEMENTATION**

Fully commission the maximum demand limiting programme and utilise EMS to monitor energy consumption.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Declaration of commitment to carry out EE verification upon completion.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Actual verified BEI achieved, Renewable Energy generated and Water consumption for completed building.	<input type="radio"/>	<input type="radio"/>
2. Where EMS is installed, comprehensive printouts of EMS results including Maximum Demand Limiting program setting.	<input type="radio"/>	<input type="radio"/>
3. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
ENERGY EFFICIENCY (EE)**

<b>EE9</b>	<b>SUSTAINABLE MAINTENANCE</b>	<b>3 POINTS</b>
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**INTENT**

To ensure the building’s energy related systems will continue to perform as intended beyond the 12 months Defects & Liability Period.

**REQUIREMENTS**

**1 point :** Awarded where at least 50% of permanent building maintenance team is on-board one (1) to three (3) months before practical completion and fully participate (to be specified in contract conditions) in the Testing & Commissioning of all building energy related systems.

**2 points :** Awarded for providing a designated building maintenance office that is fully equipped with facilities (including tools and instrumentation) and inventory storage **AND**

Provision of evidence of documented plan for at least 3-year facility maintenance and preventive maintenance budget (inclusive of staffing and outsourced contracts).

**APPROACH & IMPLEMENTATION**

Ensure the maintenance team fully participates in the testing and commissioning stage, understand the design intent and provide a 3-year sustainable maintenance program.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Identify building maintenance room and facilities in the design floor plan.	<input type="radio"/>	<input type="radio"/>
2. Commitment to engage at least 50% of permanent building maintenance team before practical completion with organisation chart and staff positions identified.	<input type="radio"/>	<input type="radio"/>
3. Commitment to provide evidence of documented plan for at least 3-year facility maintenance and preventive maintenance budget (inclusive of staffing and outsourced contracts).	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Documentary evidence of engagement of 50% of the maintenance team one to three months before practical completion who are then involved in the full testing & commissioning of the building energy related systems.	<input type="radio"/>	<input type="radio"/>
2. Comprehensive list of maintenance tools and instrumentation, and inventory storage items.	<input type="radio"/>	<input type="radio"/>
3. Provide evidence of documented plan for at least 3-year facility maintenance and preventive maintenance budget for facility maintenance (inclusive of staffing and outsourced contracts).	<input type="radio"/>	<input type="radio"/>
4. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
**INDOOR ENVIRONMENTAL  
QUALITY (EQ)**

## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) INDOOR ENVIRONMENTAL QUALITY (EQ)

<b>EQ1</b>	<b>MINIMUM IAQ PERFORMANCE</b>	<b>1 POINT</b>
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### INTENT

To provide minimum IAQ performance in buildings to ensure the comfort and well-being of building occupants.

### DESCRIPTION

Meet the minimum requirements of ventilation rate in ASHRAE 62.1:2007 or the local building code, whichever is the more stringent.

### REQUIREMENTS

Meet the minimum requirements specified in ASHRAE 62.1-2007 or local building code whichever is stricter.

### APPROACH & IMPLEMENTATION

Designing building ventilation system to meet the minimum requirement specified in ASHRAE 62.1-2007 ensures adequate fresh air is available to occupants in the space. The Ventilation Rate Procedure or the Indoor Air Quality Procedures can be used to determine the minimum required ventilation rates for various applications. Ventilation Rate Procedure is more straight-forward to apply. The IAQ Procedure of ASHRAE 62.1 is a performance-based procedure that addresses designing the ventilation system to maintain acceptable levels of known contaminants.

### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. Description of the project ventilation design.	<input type="radio"/>	<input type="radio"/>
2. Schematic to illustrate the project ventilation system design.	<input type="radio"/>	<input type="radio"/>
3. Summary table with calculations to illustrate how the delivered minimum outdoor airflow to each zone and the outdoor air intake for the system meet the requirements of ASHRAE and/or local code.	<input type="radio"/>	<input type="radio"/>

### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. As built drawings to illustrate the project ventilation system design.	<input type="radio"/>	<input type="radio"/>
2. Summary report to describe the ventilation design and how it complies with ASHRAE 62.1 and/or the local code including information regarding the fresh air intake volumes and any special conditions that affect the project ventilation design.	<input type="radio"/>	<input type="radio"/>
3. Detailed calculations or simulations to show how the delivered minimum outdoor airflow to each zone and outdoor airflow air intake for the system meet the requirements in ASHRAE and/or local code.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviation or addition to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
INDOOR ENVIRONMENTAL QUALITY (EQ)**

<b>EQ2</b>	<b>ENVIRONMENTAL TOBACCO SMOKE (ETS) CONTROL</b>	<b>1 POINT</b>
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**INTENT**

To minimize exposure of building occupants to Environmental Tobacco Smoke.

**DESCRIPTION**

Avoid health problems associated with tobacco smoke by preventing possible contamination in the building, thereby reducing health risks to occupants linked to "secondhand smoke".

**REQUIREMENTS**

Prohibit smoking in buildings, **AND**

Locate any exterior designated smoking areas at least 10m away from entries, outdoor air intakes and operable windows.

**APPROACH & IMPLEMENTATION**

Prohibition of smoking in air-conditioned public building is already mandatory under Malaysian Law. This credit can be achieved by strictly enforcing prohibition of smoking in the building, through supervision or signage. If designated smoking areas are provided outside the building, ensure that the tobacco smoke does not enter the building or the ventilation system.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Description of strategies to be employed in the building to achieve this credit (by means of management policy or signage proposal).	<input type="radio"/>	<input type="radio"/>
2. Plans showing the location of exterior designated smoking areas, if any.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-Built drawings identifying location of exterior designated smoking areas.	<input type="radio"/>	<input type="radio"/>
2. Summary report describing strategies undertaken to ensure prohibition of smoking indoors can be enforced and strategies implemented to ensure that tobacco smoke will not enter the building or ventilation system where exterior smoking area is provided.	<input type="radio"/>	<input type="radio"/>
3. Photographic evidence of strategies adopted.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**INDOOR ENVIRONMENTAL QUALITY (EQ)**

<b>EQ3</b>	<b>CARBON DIOXIDE MONITORING AND CONTROL</b>	<b>1 POINT</b>
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**INTENT**

To provide capacity for effective ventilation system monitoring and control to ensure the comfort and well-being of building occupants.

**DESCRIPTION**

Use carbon dioxide monitoring and control system to deliver the required outdoor air to the occupants to suit variation in occupancy.

**REQUIREMENTS**

Install carbon dioxide (CO<sub>2</sub>) monitoring and control system with at least one (1) CO<sub>2</sub> sensor at main return air points on each floor to facilitate continuous monitoring and adjustment of outside air ventilation rates to each floor, and ensure independent control of ventilation rates to maintain CO<sub>2</sub> level < 1,000 ppm.

**APPROACH & IMPLEMENTATION**

Use of carbon dioxide monitoring system is a typical energy conservation measure to ensure different spaces receive adequate outdoor air for their current occupancy and the ventilation system can adjust the ventilation rate to meet changing requirements. This helps ensure occupants will receive adequate outdoor air at all times.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Submission of ventilation and control schematics together with description of how CO <sub>2</sub> monitoring and controls are integrated into the ventilation design.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-Built drawings showing the installed sensors and controls.	<input type="radio"/>	<input type="radio"/>
2. Summary report on the ventilation design and CO <sub>2</sub> monitoring and control system including information regarding the location, quantity of installed sensors, the operational parameters and setpoints.	<input type="radio"/>	<input type="radio"/>
3. Manufacturer's information confirming the specifications of the CO <sub>2</sub> sensors.	<input type="radio"/>	<input type="radio"/>
4. Photographic evidence of typical installations.	<input type="radio"/>	<input type="radio"/>
5. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) INDOOR ENVIRONMENTAL QUALITY (EQ)

<b>EQ4</b>	<b>INDOOR AIR POLLUTANTS</b>	<b>2 POINTS</b>
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### INTENT

To minimize detrimental impact on occupant health through the use of materials with minimal volatile organic compounds (VOC) and formaldehyde content.

### DESCRIPTION

Encourage the use and specification of healthy materials and finishes which contain low volatile organic compounds (VOC) and formaldehyde.

### REQUIREMENTS

**1 point :** Use low VOC paint and coating throughout the building. Paints and Coatings to comply with requirements specified in international labelling schemes recognized by GBI, **AND**

Use low VOC carpet or flooring throughout the building. Carpets to comply with requirements specified in international labelling schemes recognized by GBI. Other types of flooring to comply with requirements under FloorScore developed by Science Certification System or equivalent, **AND**

Use low VOC adhesive and sealant or no adhesive or sealant used. Adhesives and sealants to comply with requirements specified in international labelling schemes recognized by GBI.

**1 point :** Use products with no added urea formaldehyde. These include:

1. Composite wood and agrifiber products defined as: particleboard, medium density fiberboard (MDF), plywood, wheatboard, strawboard, panel substrates and door cores, **AND**
2. Laminating adhesives used to fabricate on-site and shop-applied composite wood and agrifiber assemblies, **AND**
3. Insulation foam, **AND**
4. Draperies

### APPROACH & IMPLEMENTATION

The credit requirements should be clearly stated in project specifications. Provide cut-sheets, material safety data sheets, certificates and test reports. Submittal of the compliance documentation is a pre-requisite for product approval.

### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. Summary report identifying areas where the low VOC materials will be installed and how the credit compliance is to be met.	<input type="radio"/>	<input type="radio"/>

### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. As built drawings showing where low VOC materials or products are used.	<input type="radio"/>	<input type="radio"/>
2. List of products installed that meet the credit requirements, and their specifications.	<input type="radio"/>	<input type="radio"/>
3. Manufacturer's information including data sheets, certificates, test reports etc to demonstrate credit compliance.	<input type="radio"/>	<input type="radio"/>
4. Photographic evidence of each typical low VOC installation.	<input type="radio"/>	<input type="radio"/>
5. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**INDOOR ENVIRONMENTAL QUALITY (EQ)**

<b>EQ5</b>	<b>MOULD PREVENTION</b>	<b>1 POINT</b>
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**INTENT**

To prevent microbial contamination in the building to ensure the health and well-being of building occupants.

**DESCRIPTION**

Design systems which reduce the risk of mould growth and its associated detrimental impact on occupant health.

**REQUIREMENTS**

Demonstrate that the air-conditioning and mechanical ventilation system will maintain a positive indoor air pressure relative to the exterior, and can actively control indoor air humidity to be no more than 70% RH without the use of primary active reheat system (which consumes additional energy).

Ensure that excessive moisture in building is taken into consideration during design, and be controlled and monitored during construction and operation stages by control of the following:

- Rainwater leakage through roof and walls
- Infiltration of moist air
- Diffusion of moisture through walls, roof and floors
- Groundwater intrusion into basements and crawl spaces through walls and floors
- Leaking or burst pipes
- Indoor moisture sources
- Construction moisture

**OR**

The above mentioned measures are not necessary or applicable if the building is fully naturally ventilated.

**APPROACH & IMPLEMENTATION**

The most effective way to control indoor mould growth is through elimination of moisture. It is important to dry water damaged areas and items within 24 to 48 hours to prevent mould growth. Humidity in spaces and ductwork has to be controlled throughout construction and occupation of the building.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Summary report outlining the strategies adopted to meet the credit requirements.	<input type="radio"/>	<input type="radio"/>
2. A copy of specifications for the strategies to be carried out.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-Built drawings or as-Built specifications confirming that the building has been constructed in accordance with the design stage drawings/specifications.	<input type="radio"/>	<input type="radio"/>
2. Manufacturer’s information on all relevant materials specified for mould prevention and/or resistance, to verify credit compliance.	<input type="radio"/>	<input type="radio"/>
3. Documentation evidence during construction of the precautions taken for mould prevention, e.g. photographs of material storage and protection for items that are susceptible to mould growth as identified in the DA submission stage.	<input type="radio"/>	<input type="radio"/>
4. Provide 24-hour record (during full occupancy) of Temperature-Relative Humidity measurements for at least two (2) areas acceptable to the GBI Certifier.	<input type="radio"/>	<input type="radio"/>
5. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) INDOOR ENVIRONMENTAL QUALITY (EQ)

<b>EQ6</b>	<b>THERMAL COMFORT: DESIGN &amp; CONTROLLABILITY OF SYSTEMS</b>	<b>2 POINTS</b>
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### INTENT

To provide a thermal environment that is comfortable and supports the productivity and well-being of building occupants.

### DESCRIPTION

Provide a high level of thermal comfort system control by individual occupants or by specific groups in multi-occupant spaces to promote the productivity, comfort and well-being of building occupants.

### REQUIREMENTS

**1 point** : Design to ASHRAE 55 standards in conjunction with the relevant localised parameters as listed in MS 1525:2007

**1 point** : Provide individual comfort control for  $\geq 50\%$  of the building occupants to enable adjustments to suit individual task needs and preferences.

### AND

Provide comfort system control for all shared multi-occupant spaces to enable adjustments to suit group needs and preferences.

### APPROACH & IMPLEMENTATION

Conditions for thermal comfort include the primary factors of air temperature, radiant temperature, air speed and humidity. Comfort system control for this purpose is defined as the provision of control over at least one of these primary factors in the occupants' local environment.

### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. Summary report of the strategies that the project will undertake to fulfill the requirements specified in ASHRAE 55 in conjunction with the relevant localised parameters as listed in MS 1525:2007	<input type="radio"/>	<input type="radio"/>
2. Describe how the project will fulfill the requirements on provision of individual control for at least 50% of building occupants and also provision of controls for shared multi-occupant spaces.	<input type="radio"/>	<input type="radio"/>

### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. Summary report that includes information on the methods used to establish thermal conditions for the project and how the system design addresses the design criteria.	<input type="radio"/>	<input type="radio"/>
2. Provide 72-hour record (during full occupancy) of temperature measurement for at least two (2) areas acceptable to the GBI Certifier, to verify the specified close thermal comfort condition.	<input type="radio"/>	<input type="radio"/>
3. Summary report on the individual types of control and the controls for multi-occupant spaces that are provided to achieve the credit compliance.	<input type="radio"/>	<input type="radio"/>
4. Photographic evidence of each typical type of sensor and control installed.	<input type="radio"/>	<input type="radio"/>
5. Describe any deviations or additions to the DA submission	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**INDOOR ENVIRONMENTAL QUALITY (EQ)**

<b>EQ7</b>	<b>AIR-CHANGE EFFECTIVENESS</b>	<b>1 POINT</b>
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**INTENT**

To ensure clean air is delivered effectively through reduced mixing of indoor pollutants to achieve a good indoor environment.

**DESCRIPTION**

Prevent or minimize short-circuiting of recirculating supply and return air.

**REQUIREMENTS**

Demonstrate that the Air Change Effectiveness (ACE) meets the following criteria for at least 90% of the NLA:

The ventilation system is designed to achieve an ACE  $\geq 0.95$  when measured in accordance with ASHRAE 129 -1997. Measure air change effectiveness, where ACE is to be measured within the breathing zone (nominally 1.0 m from finished floor level).

**APPROACH & IMPLEMENTATION**

Compliance may be met either through measurement of the completed building in accordance to ASHRAE 129 or equivalent or using CFD simulations.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Summary report detailing the design criteria that has been adopted for each type of space in the development.	<input type="radio"/>	<input type="radio"/>
2. Describe how the ventilation system is designed to meet the credit compliance.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-Built drawings to show the ventilation system.	<input type="radio"/>	<input type="radio"/>
2. Summary report detailing the ventilation design criteria adopted for each type of space in the building.	<input type="radio"/>	<input type="radio"/>
3. Record of measurement to demonstrate compliance of this credit requirement.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviation or addition to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**INDOOR ENVIRONMENTAL QUALITY (EQ)**

<b>EQ8</b>	<b>DAYLIGHTING</b>	<b>2 POINTS</b>
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**INTENT**

To encourage use of diffused daylighting into interior of building.

**DESCRIPTION**

Design and implement good level of diffused daylight into interior of building.

**REQUIREMENTS**

**1 point:** Demonstrate that  $\geq 30\%$  of the NLA has a Daylight Factor in the range of 1.0 – 3.5% as measured at the working plane, 800mm from floor level, **OR**

**2 points:** Demonstrate that  $\geq 50\%$  of the NLA has a Daylight Factor in the range of 1.0 – 3.5% as measured at the working plane, 800mm from floor level.

**Note:** Refer to MS1525:2007 for the description and calculation of Daylight Factor.

**APPROACH & IMPLEMENTATION**

Daylight system for building includes window, façade shading/light deflecting devices (e.g. lightshelves), roof lights and atrium spaces. The Daylight Factor is the ratio of indoor light level measured on the working plane to the outdoor light level during overcast conditions with no direct sun. For a daylighted space, to ensure visual comfort, the lighting level should be fairly uniform with no great contrast.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Summary report with diagrams, of the design daylight strategies including for glare control that will be undertaken to meet the credit requirements.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-Built drawings and specifications demonstrating that the daylighting system has been constructed according to design drawings/specifications.	<input type="radio"/>	<input type="radio"/>
2. Typical floor plans with Daylight Factor measurement results.	<input type="radio"/>	<input type="radio"/>
3. Site plan incorporating height of existing buildings or planned buildings surrounding the building together with solar diagrams & sunpath.	<input type="radio"/>	<input type="radio"/>
4. Summary of Daylight Factor results.	<input type="radio"/>	<input type="radio"/>
5. Manufacturer’s Information on the daylighting system used, if custom-made.	<input type="radio"/>	<input type="radio"/>
6. Furnish photographs of each type of typical device installed.	<input type="radio"/>	<input type="radio"/>
7. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**INDOOR ENVIRONMENTAL QUALITY (EQ)**

<b>EQ9</b>	<b>DAYLIGHT GLARE CONTROL</b>	<b>1 POINT</b>
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**INTENT**

To reduce discomfort of glare from natural light.

**DESCRIPTION**

Ensure daylighting system is designed with adequate and proper glare control in order not to negate the benefits of daylighting.

**REQUIREMENTS**

Reduce discomfort of glare from natural light. Where blinds or screens are fitted on glazing and atrium as a base building, incorporate provisions to meet the following criteria;

1. Eliminate glare from all direct sun penetration and keep horizontal workspace luminance level below 2000 lux;
2. Eliminate glare from diffused sky radiation for occupant workspace at viewing angles of 15° to 60° from the horizontal at eye level (typically 1.2m from floor level);
3. Control with an automatic monitoring system (for atrium and windows with incident direct sun light only - not applicable for fixed blinds/screens);

**AND**

4. Equip with a manual override function accessible by occupants (not applicable for fixed blinds/screens).

**APPROACH & IMPLEMENTATION**

Glare issues typically arise during periods of low angle sun (early morning and late afternoons) and during periods with bright sky. Glare control should therefore be designed to ensure both a view out and some level of daylight when the systems are engaged.

<b>REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)</b>	<b>SUBMITTER</b>	<b>GBI</b>
1. Typical floor plans and sections showing variable position of glare control system.	<input type="radio"/>	<input type="radio"/>
2. Brief description of proposed control mechanism to be provided.	<input type="radio"/>	<input type="radio"/>
3. Summary report to describe how view and daylight is assured when glare control system is engaged.	<input type="radio"/>	<input type="radio"/>

<b>REQUIRED SUBMISSION FOR COMPLETION &amp; VERIFICATION ASSESSMENT (CVA)</b>	<b>SUBMITTER</b>	<b>GBI</b>
1. As-Built drawings and specifications to confirm that building is constructed according to design drawing and specifications.	<input type="radio"/>	<input type="radio"/>
2. Typical As-Built floor plans and sections showing position of glare control system.	<input type="radio"/>	<input type="radio"/>
3. Description of control mechanism installed.	<input type="radio"/>	<input type="radio"/>
4. Manufacturer’s Information on the blind and control systems provided.	<input type="radio"/>	<input type="radio"/>
5. Summary report to describe how view and daylight is assured when glare control system is engaged.	<input type="radio"/>	<input type="radio"/>
6. Furnish photographs of each type of typical glared control system installed.	<input type="radio"/>	<input type="radio"/>
7. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**INDOOR ENVIRONMENTAL QUALITY (EQ)**

<b>EQ10</b>	<b>ELECTRIC LIGHTING LEVELS</b>	<b>1 POINT</b>
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**INTENT**

To ensure office lighting level is not over-designed.

**DESCRIPTION**

Ensure office lighting level is designed in accordance to MS1525:2007 for different types of spaces.

**REQUIREMENTS**

Demonstrate that office lighting design maintains a luminance level of no more than specified in MS1525:2007 for 90% of NLA as measured at the working plane (800 mm above the floor level).

**APPROACH & IMPLEMENTATION**

The ambient lighting level should be designed in accordance with the illuminance level recommended in MS1525:2007. Task lighting may be provided for occupants who require a higher lighting level either for their own preference or for various task needs.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Summary report of lighting design brief to illustrate how the credit will be met.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-Built drawings showing the lighting layout plans.	<input type="radio"/>	<input type="radio"/>
2. Photometric measurements to illustrate that the lighting level fulfils the credit requirement.	<input type="radio"/>	<input type="radio"/>
3. Furnish photographs of typical floor lighting installation.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**INDOOR ENVIRONMENTAL QUALITY (EQ)**

<b>EQ11</b>	<b>HIGH FREQUENCY BALLASTS</b>	<b>1 POINT</b>
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**INTENT**

To provide a comfortable visual working environment for occupants.

**DESCRIPTION**

Increase workplace amenity by avoiding low frequency flickers that may be associated with fluorescent light fittings.

**REQUIREMENTS**

Install high frequency ballasts in fluorescent luminaires over a minimum of 90% of NLA.

**APPROACH & IMPLEMENTATION**

Specify high frequency ballasts in fluorescent luminaires. The use of high frequency ballasts in the range of 20kHz and higher will provide smoother, non-flickering lamp operation. At this frequency, the flicker is totally undetectable to the human eye and sensory faculty.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Description of design strategy to achieve installation of high frequency ballasts for minimum 90% of NLA	<input type="checkbox"/>	<input type="checkbox"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-Built lighting plans to identify location of the 90% NLA of fluorescent luminaries installed with high frequency ballasts.	<input type="checkbox"/>	<input type="checkbox"/>
2. Manufacturer's information confirming the specifications of high frequency ballasts installed.	<input type="checkbox"/>	<input type="checkbox"/>
3. Describe any deviations or additions to the DA submission.	<input type="checkbox"/>	<input type="checkbox"/>

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## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) INDOOR ENVIRONMENTAL QUALITY (EQ)

<b>EQ12</b>	<b>EXTERNAL VIEWS</b>	<b>2 POINTS</b>
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### INTENT

To reduce eyestrain for building occupants by providing long distance views and visual connection to the outdoor.

### DESCRIPTION

Provision of view to the outside for building occupants to achieve benefits of relaxation and connectivity with the outdoor environment.

### REQUIREMENTS

**1 point:** Demonstrating that  $\geq 60\%$  of the NLA has a direct line of sight through vision glazing at a height of 1.2m from floor level.

**2 points:** Demonstrating that  $\geq 75\%$  of the NLA has a direct line of sight through vision glazing at a height of 1.2m from floor level.

### APPROACH & IMPLEMENTATION

Column free spaces and low interior partitions should be designed if possible. Offices should locate open plan areas along the perimeter of the façade, while private offices and areas not regularly occupied should be placed at the core of the building. Maintaining the views for spaces near the core is the primary design objective.

### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. Typical floor plans to identify how external view for the spaces is maintained.	<input type="radio"/>	<input type="radio"/>
2. Design strategy of the interior layout that will be designed or recommended to maintain view to the outside.	<input type="radio"/>	<input type="radio"/>

### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. As-Built plans including interior layout confirming that there is direct line of sight to outside through vision glazing between 0.8 and 2.2m above the finish floor level for the required spaces.	<input type="radio"/>	<input type="radio"/>
2. For buildings where fit-out is not done, recommended interior layout shall be provided to tenants.	<input type="radio"/>	<input type="radio"/>
3. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) INDOOR ENVIRONMENTAL QUALITY (EQ)

<b>EQ13</b>	<b>INTERNAL NOISE LEVELS</b>	<b>1 POINT</b>
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### INTENT

To ensure building is designed to maintain a comfortable acoustic environment for occupants.

### DESCRIPTION

Maintain internal noise level at an acceptable and tolerable level.

### REQUIREMENTS

Demonstrate that 90% of the NLA do not exceed the following ambient internal noise level:

- Within the entire building general office, space noise does not exceed 40dBAeq **OR**
- Within the baseline building office space, the sound level does not exceed 45dBAeq for open plan and does not exceed 40dBAeq for closed offices.

### APPROACH & IMPLEMENTATION

Excessive noise can cause discomfort to occupants. Some of the solutions to ensure acceptable noise level is maintained include:

- Specify acoustical ceiling
- Specify furniture with sound absorbing surfaces on both sides
- Locate photocopiers, fax machines away from the main office areas in a separate area
- Insulate partition cavities
- Mechanical equipment room to be located away from office and conference rooms

### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. Design report on strategies to ensure internal noise level is maintained at the prescribed levels.	<input type="radio"/>	<input type="radio"/>
2. Floor plans showing location of Core, M&E, and equipment rooms.	<input type="radio"/>	<input type="radio"/>

### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. Report describing the measured internal and external noise sources and features installed to achieve required noise level.	<input type="radio"/>	<input type="radio"/>
2. As built drawings showing noise control features.	<input type="radio"/>	<input type="radio"/>
3. Manufacturer's data sheets of the acoustic materials used in building.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**INDOOR ENVIRONMENTAL QUALITY (EQ)**

<b>EQ14</b>	<b>IAQ BEFORE &amp; DURING OCCUPANCY</b>	<b>2 POINTS</b>
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**INTENT**

To maintain good Indoor Air Quality condition both before building occupancy and during building occupancy.

**DESCRIPTION**

Reduce indoor air quality problems resulting from the construction process in order to help sustain the comfort and well-being of building occupants.

**REQUIREMENTS**

**1 Point:** Develop and implement an Indoor Air Quality Management Plan for the Pre-Occupancy Phase:

**Option 1:** Perform a building flush-out by supplying outdoor air to provide not less than 10 airchanges/hour (ACH) for at least 30 minutes operation before occupancy and continuous minimum 1 ACH during the initial 14 days occupancy of the completed building, **OR**

**Option 2:** If low VOC materials and low formaldehyde composite wood are used (EQ4 is achieved), then building flush-out can be performed by supplying outdoor air to provide not less than 10 ACH for at least 15 minutes operation or not less than 6 ACH for at least 30 minutes operation and continuous 1ACH during the initial 7 days occupancy of the completed building, **OR**

**Option 3:** Within 12 months of occupancy, conduct IAQ testing to demonstrate maximum concentrations for pollutants are not exceeded according to the Indoor Air Quality Code of Malaysia.

**1 Point:** During Occupancy Phase:

Where a permanent air flushing system of at least 10 ACH operation is installed for use during occupancy stage.

**APPROACH & IMPLEMENTATION**

Options 1 and 2, flush air procedure may begin once all construction work is completed. As the purpose of flushing out is to evacuate air-borne contaminants in the building, the most effective way is to use non-polluting interior materials as a source control.

Option 3, IAQ testing procedure to confirm that the major contaminants are below recognized acceptable levels. This helps to ensure good indoor air quality for occupants.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Summary report outlining the strategies and procedures to be taken to meet the credit requirements.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Report on building flush-out procedure including the actual dates of the flush-out.	<input type="radio"/>	<input type="radio"/>
2. If IAQ testing is carried out, a report to outline the procedures undertaken and the results of the testing to verify if the credit requirements are met or not. If not, corrective measures must be taken.	<input type="radio"/>	<input type="radio"/>
3. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**INDOOR ENVIRONMENTAL QUALITY (EQ)**

<b>EQ15</b>	<b>POST OCCUPANCY COMFORT SURVEY : VERIFICATION</b>	<b>2 POINTS</b>
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**INTENT**

To provide verification of the comfort of the occupants in the building.

**DESCRIPTION**

Conduct post occupancy comfort survey of the building occupants and to undertake measures to rectify the problems identified during the survey.

**REQUIREMENTS**

Conduct a post-occupancy comfort survey of building occupants within 12 months after occupancy/building completion. This survey should collect anonymous responses about thermal comfort, visual comfort and acoustic comfort in a building. It should include an assessment of overall satisfaction with thermal, visual and acoustic performance and identification of thermal-related, visual-related and acoustic-related problems.

Develop a plan for corrective action if the survey results indicate that more than 20% of occupants are dissatisfied with the overall comfort in the building. This plan should include measurement of relevant environmental variables in problem areas. The relevant environmental variables include 1) Temperature, relative humidity, air speed and mean radiant temperature, 2) Lighting level and glare problem, 3) Background noise level, 4) Odour problem, CO2 level, VOCs, and particulate concentration.

**APPROACH & IMPLEMENTATION**

Provide a systematic process and system for occupants to provide feedback on their indoor environmental comfort. The survey should collect responses from a significant and representative sample of occupants. The subjective survey should be accompanied with objective measurements of the relevant environmental variables. Short term monitoring or spot measurements should be done once problem areas have been identified through the survey. Corrective actions should then be undertaken to rectify the problem areas identified to improve the indoor environmental conditions of the occupants.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Summary report of the strategies that will be undertaken to meet the credit compliance.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Survey questionnaire used to collect responses from the occupants.	<input type="radio"/>	<input type="radio"/>
2. Objective measurement plan illustrating the areas and measurements undertaken.	<input type="radio"/>	<input type="radio"/>
3. Analysis report of the results of the survey and measurements.	<input type="radio"/>	<input type="radio"/>
4. Corrective action plan and measures undertaken to rectify the problem.	<input type="radio"/>	<input type="radio"/>
5. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
**SUSTAINABLE SITE PLANNING  
& MANAGEMENT (SM)**

**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM1</b>	<b>SITE SELECTION</b>	<b>1 POINT</b>
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**INTENT**

To avoid development of inappropriate sites and reduce the environmental impact from the location of a building on a site.

**DESCRIPTION**

Minimize ecological damage to existing natural features, water bodies, flora and fauna.

**REQUIREMENTS**

Do not develop building, hardscape, road or parking area on a site or part of a site that meet any one of the following criteria:

- Prime agricultural land as defined by the Structure Plan of the area or the National Physical Plan.
- Forest reserve or State Environmental Protection Zones that is specifically identified as habitat for any species found on the endangered lists.
- Within 30 m of any wetlands as defined by the Structure Plan of the area or within setback distances from wetlands prescribed in state or local regulations, as defined by local or state rule or law, whichever is the more stringent.
- Previously undeveloped land that is within 30 m of Mean High Water Spring (MHWS) sea level which supports or could support wildlife or recreational use, or statutory requirements whichever is the more stringent.
- Previously undeveloped land that is within 20 m of lake, river, stream and tributary which support or could support wildlife or recreational use.
- Land which prior to acquisition for the project was public parkland, unless land of equal or greater value as parkland is provided.

**APPROACH & IMPLEMENTATION**

During site selection process, give preference to sites that have low ecological value or are not environmentally sensitive. If unavoidable, locate the building in a suitable location and with a minimal footprint so as to minimize disruption of environmentally sensitive areas.

Select sites that are stable and not prone to destructive natural events like flooding, erosion or landslides.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Survey plan and Site Plan showing footprint of building and its setback dimensions in relationship to existing natural features such as lakes, rivers, streams, tributaries, beaches, etc.	<input type="radio"/>	<input type="radio"/>
2. Recommended scale 1:500	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-Built site plans showing footprint of building and dimensions in relationship to existing natural features such as lakes, rivers, streams, tributaries, beaches, etc.	<input type="radio"/>	<input type="radio"/>
2. Recommended scale 1:500	<input type="radio"/>	<input type="radio"/>
3. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

<b>PROJECT NAME</b>				<b>DATE</b>
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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM2</b>	<b>BROWNFIELD REDEVELOPMENT</b>	<b>1 POINT</b>
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**INTENT**

To redevelop and rehabilitate existing damaged or used site which is complicated by environmental contamination. This serves to channel development to brownfield sites thereby reducing pressure on opening up new greenfield sites.

**DESCRIPTION**

Existing damaged or contaminated sites are typically old industrial sites, old rubbish dumpsites, former mining land, former petrol stations, etc, where some industrial activities had taken place on the site.

**REQUIREMENTS**

Decontaminate a contaminated site, where the site was contaminated at the time of purchase, and undertake full remedial steps to decontaminate the site prior to construction.

**APPROACH & IMPLEMENTATION**

Conduct a soil condition test to determine the level of contamination.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Submit a brief historical report on the usage of the land and prepare a report certified by approved testing laboratory determining the level of contamination.	<input type="radio"/>	<input type="radio"/>
2. Submit an EIA report containing the level of contamination and the proposed action to be taken, such as the removal and replacement of soil, and other actions deemed appropriate.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Submit report and photographs of works carried out during decontamination process.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)

<b>SM3</b>	<b>DEVELOPMENT DENSITY &amp; COMMUNITY CONNECTIVITY</b>	<b>2 POINTS</b>
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### INTENT

Channel development to urban area with existing infrastructure, protect greenfield and preserve habitat and natural resources.

### DESCRIPTION

A higher density development or redevelopment will help minimise opening up new greenfield sites, to preserve existing habitat and natural resources, and minimise the use of private mode of transportation.

### REQUIREMENTS

#### (A) 1 point : Development Density

Construct a new building or renovate an existing building on a previously developed site **AND** in a community with a minimum density of 20,300 m<sup>2</sup> per hectare net (87,000 ft<sup>2</sup> per acre net)

#### (B) 1 point : Community Connectivity

Construct a new building or renovate an existing building on a previously developed site **AND** within 1km of a residential zone or neighbourhood with an average density of 25 units per hectare net (10 units per acre net) **AND** within 1km of at least 10 Basic Services **AND** with pedestrian access between the building and the services.

Basic Services include, but are not limited to:

- |                         |                        |               |                    |
|-------------------------|------------------------|---------------|--------------------|
| • Bank                  | • Beauty               | • Park        | • Theatre          |
| • Place of Worship      | • Hardware             | • Pharmacy    | • Community Centre |
| • Convenience / Grocery | • Laundry              | • Post Office | • Fitness Centre   |
| • Day Care              | • Library              | • Restaurant  |                    |
| • Police Station        | • Medical / Dental     | • School      |                    |
| • Fire Station          | • Senior Care Facility | • Supermarket |                    |

### APPROACH & IMPLEMENTATION

During site selection process, give preference to sites that are within an urban area, where existing infrastructure is available.

#### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. Submit Gross Floor Area calculations and density calculations.	<input type="radio"/>	<input type="radio"/>
2. Take note that the density calculation must include the area of the project being built and is based on a typical four-storey town centre / commercial centre.	<input type="radio"/>	<input type="radio"/>
3. Site plan showing building location in connection to the above Basic Services, indicating covered walkways, pedestrian access and other connections like linkbridges and underground links. Provide legend for all Basic Services.	<input type="radio"/>	<input type="radio"/>
4. Proximity is determined by drawing a 1 km radius around the main building entrance on a site map and counting the services found within that radius.	<input type="radio"/>	<input type="radio"/>

#### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. Final As-Built density calculations.	<input type="radio"/>	<input type="radio"/>
2. As-built Site plan showing locations of all existing services, covered walkways, pedestrian access and other connections like linkbridges and underground links.	<input type="radio"/>	<input type="radio"/>
3. Provide legend colours to differentiate the types of services.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)

**SM4**
**ENVIRONMENT MANAGEMENT**
**2 POINTS**

### INTENT

To conserve existing natural area and restore damaged area to provide habitat and promote biodiversity.  
To maximize Open Space - Provide a high ratio of open space to development footprint to promote biodiversity.

### DESCRIPTION

Encourage protection or restoration of the habitat and maximise the ecological diversity by introducing native or adaptive vegetation. Maximise potential for open spaces on grade or on rooftops. One useful strategy is to carefully place building to ensure minimum disruption to the existing ecosystems by minimizing the building footprint. Another is to restore the site area with native or adaptive vegetation; or by increasing the total area for planting by introducing planting on the roof.

Greenfield sites are those that are not previously developed or graded and remain in a natural state. Previously developed sites are those that previously contained building, roadway, parking lot, or were graded or altered by direct human activity.

### REQUIREMENTS

Conserve existing natural area and restore damaged area to provide habitat and promote biodiversity.  
Maximize Open Space by providing a high ratio of open space to development footprint to promote biodiversity:

#### (A) 1 point : Conservation

- On previously developed or graded site, restore or protect a minimum of 50% of the site area (excluding the building footprint) with native or adaptive vegetation. Native or adaptive plants are plants indigenous to a locality or cultivars of native plants that are adapted to the local climate and are not considered invasive species or noxious weeds. Applicable also to landscaping on rooftops and roof gardens so long as the plants meet the definition of native or adaptive vegetation, **OR**
- On greenfield sites, limit all site disturbance to within 12 m beyond the building perimeter; 3 m beyond surface walkway, patio, surface parking and utilities less than 300 mm in diameter; 4.5 m beyond primary roadway curb and main utility branch trench; and 7.5 m beyond constructed area with permeable surface (such as pervious paving area, storm water detention facility and playing field) that require additional staging area in order to limit compaction in the constructed area.

#### (B) 1 point : Open Space

- Reduce by 25%, the development footprint (defined as the total area of the building footprint, hardscape, access road and parking) and/or provide vegetated open space within the project boundary to exceed the local zoning's open space requirement for the site by 25%, **OR**
- For areas with no local zoning requirement (e.g., university campus, military bases), provide vegetated open space adjacent to the building whose area is equal to that of the building footprint, **OR**
- Where a zoning ordinance exists, but there is no requirement for open space (zero), provide vegetated open space equal to 20% of the project's site area.

### APPROACH & IMPLEMENTATION

For previously developed or graded sites, during concept design for multi buildings development, ensure that the proposed buildings are located close to one another. This enables more land to be freed up for planting. For a single building development, minimise the footprint or plinth area for the same purpose.

For greenfield sites, similar approach is recommended.

**CONTINUED ON NEXT PAGE**

**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM4</b>	<b>ENVIRONMENT MANAGEMENT</b>	<b>2 POINTS</b>
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<b>REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)</b>	<b>SUBMITTER</b>	<b>GBI</b>
1. Site plan showing setback dimensions, outlines of building plinth, hardscape and softscape areas (Landscape). (to scale)	<input type="radio"/>	<input type="radio"/>
2. Landscape plans showing the percentage area covered by native or adaptive vegetation. (to scale)	<input type="radio"/>	<input type="radio"/>
3. Name list of plants and characteristics.	<input type="radio"/>	<input type="radio"/>

<b>REQUIRED SUBMISSION FOR COMPLETION &amp; VERIFICATION ASSESSMENT (CVA)</b>	<b>SUBMITTER</b>	<b>GBI</b>
1. As-Built coloured Site Plan with mark outline of building plinth, hardscape and softscape areas.	<input type="radio"/>	<input type="radio"/>
2. Landscape As-Built plans showing the percentage area covered by nature or adaptive vegetation.	<input type="radio"/>	<input type="radio"/>
3. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

<b>PROJECT NAME</b>				<b>DATE</b>
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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM5</b>	<b>EARTHWORKS - CONSTRUCTION ACTIVITY POLLUTION CONTROL</b>	<b>1 POINT</b>
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**INTENT**

To reduce pollution from construction activities by controlling soil erosion, waterway sedimentation and airborne dust generation.

**DESCRIPTION**

Construction sites are usually responsible for significant environmental pollution. Encourage the introduction of and implementation of a policy to achieve ALL 3 objectives of control soil erosion, sedimentation and surface run-off, and air pollution.

**REQUIREMENTS**

Reduce pollution from construction activities by controlling soil erosion, waterway sedimentation and airborne dust generation by creating and implementing an Erosion and Sedimentation Control (ESC) Plan for all construction activities associated with the project. The ESC Plan shall conform to the erosion and sedimentation requirements of the approved Earthworks Plans OR Local erosion and sedimentation control standards and codes, whichever is the more stringent.

The ESC plan shall describe the measures implemented to accomplish the following objectives:

- Prevent loss of soil during construction by storm water runoff and/or wind erosion, including protecting topsoil by stockpiling for reuse.
- Prevent sedimentation of storm sewer or receiving stream.
- Prevent polluting the air with dust and particulate matter.

**APPROACH & IMPLEMENTATION**

A proper ESC Plan should be adopted and understood by all consultants and owner early during design stage and captured in the tender for the works.

This is followed by a strict implementation of the ESC Plan during construction.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Submit Proposed ESC Plan.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Submit ESC report, complete with photographic evidence and site reports verified by qualified person.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM6</b>	<b>QLASSIC - QUALITY ASSESSMENT SYSTEM FOR BUILDING CONSTRUCTION WORK</b>	<b>1 POINT</b>
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**INTENT**

To achieve quality of workmanship in construction works by subscribing to CIDB’s Quality Assessment System for Building Construction (QLASSIC).

**DESCRIPTION**

Reward for achieving minimum score of 70% using QLASSIC Assessment System.

**REQUIREMENTS**

Achieve quality of workmanship in construction works:

Subscribe to an independent method system to assess and evaluate quality of workmanship of building project based on CIDB’s CIS 7: Quality Assessment System for Building Construction Work (QLASSIC). Project should achieve a minimum score of 70%.

**APPROACH & IMPLEMENTATION**

- In the Project Quality Plan, QLASSIC is to be adopted and understood by all consultants and owner early during design stage and captured in the tender for the works.
- All contractors and sub-contractors are to be aware of QLASSIC score targets (tender documentation).
- All contractors and sub-contractors are to be QLASSIC compliance at tender stage and Strict Implementation of QLASSIC during construction to be monitored by qualified persons.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Submit Project Quality Plan and commitment to subscribe to QLASSIC.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Certification by CIDB of score achieved.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM7</b>	<b>WORKER'S AMENITIES</b>	<b>1 POINT</b>
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**INTENT**

To reduce pollution from construction activities by controlling pollution from waste and rubbish from workers.

**DESCRIPTION**

Controlling Pollution from waste and rubbish from workers is as vital as that from all other construction processes.

**REQUIREMENTS**

Create and implement a Site Amenities Plan for all construction workers associated with the project.

The plan shall describe the measures implemented to accomplish the following objectives:

- Proper accommodation for construction workers at the site or at temporary rented accommodation nearby.
- Prevent pollution of storm sewer or receiving stream by having proper septic tank.
- Prevent polluting the surrounding area from open burning and proper disposal of domestic waste.
- Provide adequate health and hygiene facilities for workers on site.

**APPROACH & IMPLEMENTATION**

Site Amenities Plan is intended to achieve the objective of ensuring adequate health and hygiene facilities are available for workers in order to minimize pollution caused by workers.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Submit Site plan showing locations of all site staff and workers' amenities and health & hygiene facilities.	<input type="radio"/>	<input type="radio"/>
2. Submit Building Plan of Site Amenities (to scale).	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Report, complete with photographic evidence and site reports verified by qualified person.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM8</b>	<b>PUBLIC TRANSPORTATION ACCESS</b>	<b>1 POINT</b>
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**INTENT**

To reduce pollution and land development impacts from automobile use.

**DESCRIPTION**

Reduce pollution and land development impacts from private car use. During site selection process, give preference to sites that are located within 1km radius of existing public transportation system.

**REQUIREMENTS**

Reduce pollution and land development impacts from automobile use:

- Locate project within 1 km of an existing, or planned and funded, commuter rail, or light rail station, **OR**
- Locate project within 500 m of at least one bus stop.

**APPROACH & IMPLEMENTATION**

During concept design stage, plan the building in a manner whereby easy access is available for building users to commute using public transport.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Submit Site plan showing the site and building orientation, and highlight the locations of existing and planned public transport facilities. (Aerial Google Map is acceptable). Mark the radii from the building entrance to the various transportation systems.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-Built Site Plan with marked up transportation system facilities and complete with photographic verification.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM9</b>	<b>GREEN VEHICLE PRIORITY</b>	<b>1 POINT</b>
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**INTENT**

To reduce pollution and land development impacts from automobile use.

**DESCRIPTION**

Provide preferred parking areas for green vehicles, thereby encouraging the use of such vehicles (e.g. hybrid or electric vehicles).

**REQUIREMENTS**

Encourage use of green vehicles:

- Provide preferred parking for low-emitting and fuel-efficient vehicles for 5% of Full-Time Equivalent (FTE) occupants.
- “Preferred parking” refers to the parking spots that are closest to the main entrance of the project (exclusive of spaces designated for handicapped or parking passes provided at a discounted price).

**APPROACH & IMPLEMENTATION**

During concept design stage, set aside the required number of carpark bays to be provided for green vehicles.

To further encourage the usage of green vehicles, locate the required carpark bays near lift lobbies.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Submit calculations of minimum required carpark bays (local zoning requirements).	<input type="radio"/>	<input type="radio"/>
2. Plans showing the locations and numbers of carpark bays reserved for green vehicles. Demonstrate the 5% FTE calculations.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Submit As-Built plans showing locations and the allocated 5% FTE carpark bays.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM10</b>	<b>PARKING CAPACITY</b>	<b>1 POINT</b>
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**INTENT**

To reduce pollution and land development impacts from single occupancy vehicle use.

**DESCRIPTION**

Reward for not over-providing parking capacity. This is to encourage the use of public transport and carpools and reduce single occupancy private vehicle use. The environmental benefits of traveling by public transport include the reduction in the emission of greenhouse gases by private cars, thereby reducing urban pollution and traffic congestion.

**REQUIREMENTS**

Discourage over-provision of car parking capacity:

- Size parking capacity not exceeding the minimum local zoning requirements, **AND**
- Provide preferred parking for carpools or vanpools for 5% of the total provided parking spaces.

**APPROACH & IMPLEMENTATION**

During concept design stage, work out the minimum required number of carpark bays. Consult with and inform the local authorities at all times.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Submit detailed calculation showing the minimum number of carpark bays required by the local authorities, and the number of bays provided.	<input type="radio"/>	<input type="radio"/>
2. Submit plans showing location for preferred parking for carpools or vanpools.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Submit final carpark calculations verified by qualified persons.	<input type="radio"/>	<input type="radio"/>
2. Submit As-Built drawings indicating the preferred parking for carpools or vanpools.	<input type="radio"/>	<input type="radio"/>
3. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM11</b>	<b>STORMWATER DESIGN – QUANTITY &amp; QUALITY CONTROL</b>	<b>1 POINT</b>
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**INTENT**

To limit disruption of natural hydrology by reducing impervious cover, increasing on-site infiltration, and managing storm water runoff. Reduce or eliminate water pollution by reducing impervious cover, increasing onsite infiltration, eliminating sources of contaminants, and removing pollutants from storm water runoff.

**DESCRIPTION**

Minimize impact of stormwater pollution due to development.

**REQUIREMENTS**

Limit disruption of natural hydrology by reducing impervious cover, increasing on-site infiltration, and managing storm water runoff. Reduce or eliminate water pollution by reducing impervious cover, increasing onsite infiltration, eliminating sources of contaminants, and removing pollutants from storm water runoff:-

**Condition 1:** If existing imperviousness is < 50%:

Implement a storm water management plan that prevents the post development peak discharge rate and quantity from exceeding the pre-development peak discharge rate and quantity in conformance to the Storm Water Management Manual for Malaysia (MASMA).

**Condition 2:** If existing imperviousness is > 50%:

Implement a storm water management plan that results in a 25% decrease in the volume of storm water runoff required under MASMA.

For either Condition, implement a storm water management plan that reduces impervious cover, promotes infiltration, and captures and treats the storm water runoff from 90% of the average annual rainfall using acceptable best management practices (BMPs).

**APPROACH & IMPLEMENTATION**

During concept design stage, conduct a thorough site evaluation on hydrology of site and prepare a study to reduce the risk of water contamination to nearby water bodies by controlling the quality and quantity of stormwater runoff from the building.

Implement a stormwater management strategy in conformance with and satisfy the objectives of MASMA.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Submit preliminary study report complying with MASMA requirements.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Report, complete with photographic evidence and site reports signed off by qualified person on final stormwater design and management.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM12</b>	<b>GREENERY &amp; ROOF</b>	<b>2 POINTS</b>
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**INTENT**

To reduce heat island (thermal gradient difference between developed and undeveloped areas) to minimize impact on microclimate and human and wildlife habitat.

**DESCRIPTION**

- Minimize impact on microclimate and human wildlife habitat.
- Reward for achieving any option. Roof application includes roofs over individual parking lots and roofs over parking structures.
- The use of greenery on rooftops can help alleviate urban heat island effects through shading and evaporative cooling. It also enhances aesthetics to the surrounding and provides a more pleasant working environment, which is also discussed in Indoor Environment Quality.

**REQUIREMENTS**

Reduce heat island (thermal gradient difference between developed and undeveloped areas) to minimize impact on microclimate and human and wildlife habitat:

- **Hardscape & Greenery Application:**
  - Provide any combination of the following strategies for 50% of the site hardscape (including sidewalks, courtyards, plazas and parking lots):
    - Shade (within 5 years of occupancy);
    - Paving materials with a Solar Reflectance Index (SRI) of at least 29;
    - Open grid pavement system;
- **Roof Application:**
  - Use roofing material with a Solar Reflectance Index (SRI) equal to or greater than the value in the table below for a minimum of 75% of the roof surface, **OR**
  - Install a vegetated roof for at least 50% of the roof area, **OR**
  - Install high albedo and vegetated roof surfaces that, in combination, meet the following criteria:
    - $(\text{Area of SRI Roof} / 0.75) + (\text{Area of vegetated roof} / 0.5) > \text{Total Roof Area}$
    - Roof Type Slope SRI
    - Low-Sloped Roof < 2:12 78
    - Steep-Sloped Roof > 2:12 29

**APPROACH & IMPLEMENTATION**

During concept design stage, ensure landscaping design is incorporated, and choice of materials with preferred SRI is considered. Where possible, introduce landscaping to exposed roof surfaces.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Submit Site plan and Roof Plan showing the extent of proposed hardscape and greenery (softscape) (To scale).	<input type="radio"/>	<input type="radio"/>
2. Section drawing of the rooftop showing details of built-up roof greenery (To scale)	<input type="radio"/>	<input type="radio"/>
3. List of names of native or adaptive vegetation and their characteristics.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-Built plans and sections of roof (to scale). Submit list of materials used and their SRI values	<input type="radio"/>	<input type="radio"/>
2. Submit photographs of roof and materials.	<input type="radio"/>	<input type="radio"/>
3. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
SUSTAINABLE SITE PLANNING & MANAGEMENT (SM)**

<b>SM13</b>	<b>BUILDING USER MANUAL</b>	<b>1 POINT</b>
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**INTENT**

To document Green building design features and strategies for user information and guide to sustain performance during occupation.

**DESCRIPTION**

A Building User Manual is intended to inform occupants about the active and passive design features that should be maintained throughout the lifespan of the building.

**REQUIREMENTS**

Provide a Building User Manual which documents all the passive and active features that are part of the building, and highlight all passive and active features that should not be downgraded.

**APPROACH & IMPLEMENTATION**

The preparation of the Building User Manual should commence during design concept stage and continue to be developed during all subsequent stages up to and including construction. Participation by all consultants and building owner is recommended.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Commitment to develop Building User Manual and furnish framework of contents.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Building User Manual.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

<b>PROJECT NAME</b>				DATE
<b>SUBMITTING PROFESSIONAL</b>	NAME	DESIGNATION	COMPANY	SIGNATURE
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**NOTE** ATTACH ALL SUBMITTALS WITH THIS COVER PAGE

NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
**MATERIALS AND RESOURCES**  
**(MR)**

**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**MATERIALS AND RESOURCES (MR)**

<b>MR1</b>	<b>MATERIALS REUSE AND SELECTION</b>	<b>2 POINTS</b>
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**INTENT**

To encourage designers to specify the usage of reused building materials in new buildings.

**DESCRIPTION**

Reuse building materials and products to reduce demand for virgin materials and reduce creation of waste. This serves to reduce environmental impact associated with extraction and processing of virgin resources. Integrate building design and its buildability with selection of reused building materials, taking into account their embodied energy, durability, carbon content and life cycle costs.

**REQUIREMENTS**

**1 point:** Where reused products/materials constitutes  $\geq 2\%$  of the project's total material cost value, **OR**

**2 points:** Where reused products/materials constitutes  $\geq 5\%$  of the project's total material cost value

**APPROACH & IMPLEMENTATION**

The following approach can achieve this credit by using:

**Reused Materials found on site:** Fixed components such as doors, cabinetries, posts etc. that no longer serve their original function are refurbished, reconditioned and installed for a different use or in a different location.

**Reused Materials found off site:** Use of salvaged materials found off site. They must be previously used or they may be relocated from another facility.

**Temporary structures:** Temporary formwork, framing and structures etc that can be reused many times before disposal (5-10 cycles of usage) can also be included. If the temporary structures are not new procurement for this project but have been used previously in other project/s, state the number of re-use that are remaining (e.g. use of system formwork is encouraged).

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. List of anticipated reused or salvaged materials for the project.	<input type="radio"/>	<input type="radio"/>
2. Cost of each proposed reused or salvaged materials.	<input type="radio"/>	<input type="radio"/>
3. Establish the estimated Total Cost of the materials for the project.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Documentation during the construction stage including photographs of the reused materials.	<input type="radio"/>	<input type="radio"/>
2. List of reused or salvaged materials used in the project after completion and their locations in the building.	<input type="radio"/>	<input type="radio"/>
3. Cost of each reused or salvaged materials either based on actual cost paid or replacement value of the material.	<input type="radio"/>	<input type="radio"/>
4. Provide the Actual Total Cost of the materials in the project.	<input type="radio"/>	<input type="radio"/>
5. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
MATERIALS AND RESOURCES (MR)**

<b>MR2</b>	<b>RECYCLED CONTENT MATERIALS</b>	<b>2 POINTS</b>
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**INTENT**

To encourage designers to specify the usage of recycled content materials in new buildings.

**DESCRIPTION**

Increase demand for building products that incorporate recycled content materials in their production (Recycled content shall be defined in accordance with the ISO 14021 document).

**REQUIREMENTS**

**1 point:** Where use of materials with recycled content is such that the sum of post-consumer recycled plus one-half of the pre-consumer content constitutes > 10% (based on cost) of the total value of the materials in the project, **OR**

**2 points:** Where use of materials with recycled content is such that the sum of post-consumer recycled plus one-half of the pre-consumer content constitutes > 30% (based on cost) of the total value of the materials in the project.

**APPROACH & IMPLEMENTATION**

The goal in using materials with recycled content should be established during the design phase. The project team must identify materials with recycled content and such availability should be coordinated (as early as possible) by the project team with the contractor, subcontractors and suppliers.

The quantum and value of the recycled content of the materials to the total material cost must be documented by the project team.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Calculation of the recycled content value of each material must be provided.	<input type="radio"/>	<input type="radio"/>
2. The percentage of post-consumer and/or pre-consumer recycled content can be established by cost: or by weight (converted to cost).	<input type="radio"/>	<input type="radio"/>
3. Information on the sources/suppliers on the materials with recycled content must be provided.	<input type="radio"/>	<input type="radio"/>
4. Submit estimated value of the materials with recycled content against the estimated total value of the materials for the project.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Documentation during the construction stage including photographs of the installed reused materials.	<input type="radio"/>	<input type="radio"/>
2. Calculation of the recycled content value of each material must be provided.	<input type="radio"/>	<input type="radio"/>
3. Information on the sources/suppliers on the materials with recycled content must be provided.	<input type="radio"/>	<input type="radio"/>
4. Calculate the total percentage (based on cost) value of the materials with recycled content against the actual total value of the materials for the project. The percentage of post-consumer and/or pre-consumer recycled content must be established by cost.	<input type="radio"/>	<input type="radio"/>
5. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) MATERIALS AND RESOURCES (MR)

<b>MR3</b>	<b>REGIONAL MATERIALS</b>	<b>1 POINT</b>
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### INTENT

To encourage sourcing of regional materials to reduce environmental impacts due to transportation.

### DESCRIPTION

Use building materials and products that are extracted and manufactured within the region, thereby supporting the use of indigenous resources and reducing the environmental impacts resulting from transportation.

### REQUIREMENTS

Use building materials or products that have been extracted, harvested or recovered, as well as manufactured, within 500km radius of the project site for  $\geq 20\%$  (based on cost) of the total material value. Mechanical, electrical and plumbing components shall not be included. Only include materials permanently installed in the project.

### APPROACH & IMPLEMENTATION

This credit must be evaluated early in the design process as materials and products that can be sourced locally can be established.

The contractors and suppliers to verify the availability of materials which are extracted/harvested/ recovered and manufactured locally. This will ensure that the project team is aware on the availability of such materials and give focus on the materials that will contribute the most to this credit.

### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. List of products that are extracted/harvested/recovered and manufactured within 500 km. of the project site.	<input type="radio"/>	<input type="radio"/>
2. Provide the following: <ul style="list-style-type: none"> <li>• Name of the manufacturer,</li> <li>• Product cost, <b>AND</b></li> <li>• The distance between the project site and the manufacturer.</li> </ul>	<input type="radio"/>	<input type="radio"/>
3. Determine the estimated total Material Cost.	<input type="radio"/>	<input type="radio"/>
4. Calculate the percentage of regional materials used = Total Cost of Regional Materials (RM) / Total Material Cost (RM).	<input type="radio"/>	<input type="radio"/>

### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. List of products that are extracted/harvested/recovered and manufactured within 500 km. of the project site after completion.	<input type="radio"/>	<input type="radio"/>
2. Provide the following: <ul style="list-style-type: none"> <li>• Name of the manufacturer,</li> <li>• Product cost, <b>AND</b></li> <li>• The distance between the project site and the manufacturer.</li> </ul>	<input type="radio"/>	<input type="radio"/>
3. Determine the Actual Total Material Cost.	<input type="radio"/>	<input type="radio"/>
4. Calculate the percentage of regional materials used = Total Cost of Regional Materials (RM) / Total Material Cost (RM).	<input type="radio"/>	<input type="radio"/>
5. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
MATERIALS AND RESOURCES (MR)**

<b>MR4</b>	<b>SUSTAINABLE TIMBER</b>	<b>1 POINT</b>
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**INTENT**

To promote responsible forest management.

**DESCRIPTION**

Encourage environmentally responsible forest management.

**REQUIREMENTS**

Where ≥ 50% of wood-based materials and products used are appropriately certified. These components include, but are not limited to, structural framing and general dimensional framing, flooring, sub-flooring, wood doors and finishes. Include wood materials permanently installed and also temporarily purchased for the project. Materials must comply with the Forest Stewardship Council (FSC) and Malaysian Timber Certification Council (MTCC) requirements.

**APPROACH & IMPLEMENTATION**

Establish the volume and types of wood products used in the project. Check the availability of the wood species and products that complies with FSC and MTCC requirements by making contact with the local vendors, suppliers and manufacturers that provide the required certifications.

Provide a list of certified vendors, suppliers and manufacturers to the contract bidders.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. List all new wood products specified in the project and identify which components are FSC and MTCC certified.	<input type="radio"/>	<input type="radio"/>
2. Indicate the estimated volume of each wood product.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. List all new wood products used in the project and identify which components are FSC and MTCC certified.	<input type="radio"/>	<input type="radio"/>
2. The volume of each wood product must be shown.	<input type="radio"/>	<input type="radio"/>
3. The vendor's chain-of-custody (COC) number must be shown in the invoice to verify FSC and MTCC certifications.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**MATERIALS AND RESOURCES (MR)**

<b>MR5</b>	<b>STORAGE &amp; COLLECTION OF RECYCLABLES</b>	<b>1 POINT</b>
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**INTENT**

To provide dedicated areas and storage bins for non-hazardous materials for recycling during BOTH construction and building occupancy.

**DESCRIPTION**

Facilitate reduction of waste generated during construction and during building occupancy that is hauled and disposed off in landfills.

**REQUIREMENTS**

During Construction, provide dedicated area/s and storage for collection of non-hazardous materials for recycling, **AND**

During Building Occupancy, provide permanent recycle bins. The waste that should be collected as a minimum should include aluminium, paper, plastics, glass, corrugated cardboard and batteries.

**APPROACH & IMPLEMENTATION**

During construction, designate a dedicated area where on-site sorting of waste materials can be stored in separate skips for collection to recycling facilities. This is tied in with credit MR6: Construction Waste Management.

During Building Occupancy, designate storage areas for recyclable materials that are clearly labeled for recycling, placed within accessible reach of the building occupants and in a location with easy vehicular access to facilitate collection.

The size of the storage space allocated should be adequate to store the recyclable waste volume generated by the building occupants/operation.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Floor plans showing the proposed locations of the storage areas for recyclables and their proximity to the building entrance and vehicular access point/s.	<input type="radio"/>	<input type="radio"/>
2. Ensure that the space provided for recyclables is in addition to the storage space allocated for general waste.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As-built plans showing the locations of the storage area for recyclables. The plans should indicate the proximity of the storage from the building entrance.	<input type="radio"/>	<input type="radio"/>
2. Photographs showing the location, size, storage provision and labeling of dedicated facilities during construction.	<input type="radio"/>	<input type="radio"/>
3. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**MATERIALS AND RESOURCES (MR)**

<b>MR6</b>	<b>CONSTRUCTION WASTE MANAGEMENT</b>	<b>2 POINTS</b>
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**INTENT**

To reduce and recycle construction waste materials and divert from disposal to landfills.

**DESCRIPTION**

Develop and implement a construction waste management plan that, as a minimum, identifies the materials to be diverted from disposal regardless of whether the materials will be sorted on site or co-mingled. Quantify by measuring total truck loads of waste sent for disposal.

**REQUIREMENTS**

**1 point:** Recycle and/or salvage  $\geq$  50% volume of non-hazardous construction debris **OR**

**2 points:** Recycle and/or salvage  $\geq$  75% volume of non-hazardous construction debris.

**APPROACH & IMPLEMENTATION**

A waste management plan must be developed and types of construction waste identified. Excavated soil must be excluded in the calculation.

Identify construction haulers and recyclers to handle the designated construction waste and ensure that records are kept to verify that the materials diverted have been recycled or salvaged as intended.

Use of pre-cast reduces waste produced on site.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Tabulate the anticipated diverted/recycled/landfill waste and the estimated quantity of the diverted/recycled/landfill waste.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Submit verified record of truck loads of diverted/recycled/landfill waste against total truck loads, supported by copy of the construction waste management plan.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
MATERIALS AND RESOURCES (MR)**

<b>MR7</b>	<b>REFRIGERANTS &amp; CLEAN AGENTS</b>	<b>2 POINTS</b>
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**INTENT**

To demonstrate leadership in accelerating phase-out of all Ozone Depleting Substances. Recognise and promote use of low Global Warming Substances.

**DESCRIPTION**

Use environmentally-friendly Refrigerants and Clean Agents exceeding Malaysia’s commitment to the Montreal & Kyoto protocols.

**REQUIREMENTS**

**1 point:** Use zero Ozone Depleting Potential (ODP) products: non-CFC refrigerants/clean agents,

**1 point:** Use non-synthetic (natural) refrigerants/clean agents with zero ODP and negligible GWP.

**APPROACH & IMPLEMENTATION**

Use synthetic refrigerants (for HVAC) and clean agents (for fire fighting) with zero ODP such as HFCs that exceeds Malaysia’s commitment to the Montreal & Kyoto protocols.

Use non-synthetic (natural) refrigerants (for HVAC) and clean agents (for fire fighting) with zero ODP and negligible Global Warming Potential (GWP) such as water, hydrocarbon, carbon dioxide, ammonia and etc (for HVAC); and nitrogen, argon, water mist and etc (for fire fighting).

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Submit proposed types of refrigerants and clean agents to be used and/or if no refrigerants or clean agents will be used.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Submit list of as-installed refrigerants and clean agents.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
**WATER EFFICIENCY**  
**(WE)**

**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**WATER EFFICIENCY (WE)**

<b>WE1</b>	<b>RAINWATER HARVESTING</b>	<b>2 POINTS</b>
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**INTENT**

To encourage rainwater harvesting that will lead to reduction in potable water consumption.

**DESCRIPTION**

Maximise rainwater collection from rooftop or runoff rainwater systems for building consumption and/or irrigation.

**REQUIREMENTS**

Achieve the following percentage in reduction of potable water consumption:

**1 point:** For 15% or more reduction, **OR**

**2 points:** For 30% or more reduction.

Submit calculation demonstrating reduction in water consumption compared to the building base condition.

**APPROACH & IMPLEMENTATION**

The two (2) main approaches to rainwater harvesting are collection of runoff rainwater from surrounding site and roof top rainwater harvesting. Both systems require separate water storage tanks and additional pressure boosting equipment may be required. Gravity fed system is encouraged to avoid additional energy use for pumping. Use rainwater for non-potable applications such as toilets and urinal flushing, landscape irrigation, washing clothes etc.

Water purifying system may be necessary depending on the application and methodology of harvesting the rainwater. Where rainwater filtration/purification is required, use of ozone or activated oxygen in lieu of chlorine or other GHG chemicals, is preferred to obviate negative environmental impact.

Rainwater harvesting calculation method and parameters adopted using GBI recognized Standards, Codes or Guides are acceptable.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. A technical report describing the concept and details of rainwater collection, conveyance system (gutters/downpipes or equivalent), filtration system (if any), storage facility and distribution system.	<input type="radio"/>	<input type="radio"/>
2. The technical report shall include schematics showing how the rainwater is to be harvested and utilised.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Final as-installed calculation of rainwater harvested, storage tank capacity and building usage distribution system.	<input type="radio"/>	<input type="radio"/>
2. As Built drawings for rainwater harvesting system and storage tank location (Recommended scale 1:200).	<input type="radio"/>	<input type="radio"/>
3. Furnish photographs of as installed main equipment and components.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**WATER EFFICIENCY (WE)**

<b>WE2</b>	<b>WASTE WATER RECYCLING</b>	<b>2 POINTS</b>
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**INTENT**

To encourage water recycling that will lead to reduction in potable water consumption.

**DESCRIPTION**

Encourage recycling of greywater and/or blackwater for building and irrigation use to reduce discharge to external sewer, thereby reducing the overall building potable water consumption.

Encourage and recognise building design that reduces water flow to sewerage treatment plants.

**REQUIREMENTS**

**1 point:** For 10% or more wastewater being treated and recycled, **OR**

**2 points:** For 30% or more wastewater being treated and recycled.

**APPROACH & IMPLEMENTATION**

Water treatment systems and re-use technology options are acceptable for treating greywater and blackwater. The treated water is then recycled for use in irrigation, toilet flushing etc. Sand filters can be a cost effective treatment technique.

**POTENTIAL TECHNOLOGIES & STRATEGIES**

Consider channeling greywater from sinks, showers and other sources to wastewater treatment plant.

Options for on-site wastewater treatment include packaged biological nutrient removal systems and high efficiency filtration systems can be considered.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Preliminary calculation to demonstrate the percentage of wastewater to be treated and recycled.	<input type="radio"/>	<input type="radio"/>
2. A technical report describing the concept and details of the recycling and treatment plant, conveyance system, storage facility and distribution system.	<input type="radio"/>	<input type="radio"/>
3. The technical report shall include schematics showing how the wastewater is recycled, stored and utilised.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Final as-installed calculation of the recycled and treated wastewater, storage tank capacity and distribution system.	<input type="radio"/>	<input type="radio"/>
2. As Built drawings for wastewater recycling and treatment system, and storage tank location (to scale).	<input type="radio"/>	<input type="radio"/>
3. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**WATER EFFICIENCY (WE)**

<b>WE3</b>	<b>WATER EFFICIENT LANDSCAPING</b>	<b>2 POINTS</b>
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**INTENT**

To encourage and recognise the design of landscaping system that minimises or does not require the use of potable water supply from the local water authority.

**DESCRIPTION**

The main aim is to reduce the consumption of potable water for landscape irrigation. This may be achieved through the use of native or adaptive plants to reduce potable water consumption.

**REQUIREMENTS**

- 1 point:** For reducing potable water consumption for landscape irrigation by 50% or more, **OR**
- 2 points:** For not using potable water at all for landscape irrigation.

**APPROACH & IMPLEMENTATION**

Design a water-efficient landscape by selecting native or adaptive plants that require minimal water. Reduce or eliminate use of potable water for landscape irrigation system.

**POTENTIAL TECHNOLOGIES & STRATEGIES**

Perform soil / climate analysis to determine appropriate plant material and design the landscape with native or adaptive plants to reduce or eliminate irrigation requirements. Where irrigation is required, use high efficiency equipment and/or climate based controllers.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. A brief description of the system with references to Guidelines used, calculations, and an explanation of how the system meets the requirement for the credit.	<input type="radio"/>	<input type="radio"/>
2. A brief report by a landscape architect detailing the selection of native adaptive vegetation and the water efficient irrigation system and demonstrating that it will meet all the requirements for the credit.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. As built plans showing the detail location of the planted native adaptive vegetation and installed water efficient irrigation system (to scale).	<input type="radio"/>	<input type="radio"/>
2. Calculation of the reduction of potable water for landscape irrigation.	<input type="radio"/>	<input type="radio"/>
3. Furnish photographs of the vegetation installed.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**WATER EFFICIENCY (WE)**

<b>WE4</b>	<b>WATER EFFICIENT FITTINGS</b>	<b>2 POINTS</b>
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**INTENT**

To encourage reduction in potable water consumption through use of efficient devices.

**REQUIREMENTS**

- 1 point:** For reduction of 30% or more annual potable water consumption, **OR**
- 2 points:** For reduction of 50% or more annual potable water consumption.

Submit calculation to demonstrate that the fittings selected will reduce the potable water consumption compared to the building base conditions.

**APPROACH & IMPLEMENTATION**

The use of water efficient water closets, wash hand basins or shower heads or systems which has the potential to reduce potable water consumption in the building.

Specify the use of automatic self-closing faucets, electronic or otherwise, to eliminate wastage through faucets left running unnecessarily.

Specify the use of modified waterless urinals.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. A brief description of the system and an explanation of how the system meets the requirement for the credit.	<input type="radio"/>	<input type="radio"/>
2. Submit proposed makes of the intended fittings.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Tabulation of all as-installed water efficient fittings and calculations to verify percentage of water saved to meet the requirement for the credit.	<input type="radio"/>	<input type="radio"/>
2. Submit manufacturer's details of the installed fittings.	<input type="radio"/>	<input type="radio"/>
3. Furnish photographs of each type of water efficient fittings as installed.	<input type="radio"/>	<input type="radio"/>
4. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

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**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
WATER EFFICIENCY (WE)**

<b>WE5</b>	<b>METERING &amp; LEAK DETECTION SYSTEM</b>	<b>2 POINTS</b>
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**INTENT**

To encourage the design of systems that allows monitoring and management of water consumption.

**REQUIREMENTS**

**1 point:** For incorporation of sub-meters to monitor and manage major water usage systems such as cooling towers, irrigation, kitchens and tenant spaces.

**1 point:** For linking sub-meters to EMS to facilitate early detection of water leakage.

**APPROACH & IMPLEMENTATION**

Specify the provisions of sub-meters for major water consuming systems/equipment.

Incorporate EMS monitoring system of sub-meters.

**POTENTIAL TECHNOLOGIES & STRATEGIES**

To incorporate provisions of analogue or digital flow water sub-meters.

Incorporation of EMS monitoring will enable early detection of water leakage and contain water wastage.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Describe proposed provision of sub-meters of all major water consuming system/equipment and interface with EMS.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. Submit tabulated inventory of as-installed sub-meters.	<input type="radio"/>	<input type="radio"/>
2. As built plans of the building showing the location of sub-meters.	<input type="radio"/>	<input type="radio"/>
3. Furnish photographs of typical sub-meter installed.	<input type="radio"/>	<input type="radio"/>
4. Sample of actual EMS report recording consumption and simulated leakage.	<input type="radio"/>	<input type="radio"/>
5. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

<b>PROJECT NAME</b>				DATE
<b>SUBMITTING PROFESSIONAL</b>	NAME	DESIGNATION	COMPANY	SIGNATURE
<b>CLIENT</b>	NAME	DESIGNATION	COMPANY	SIGNATURE

**NOTE** ATTACH ALL SUBMITTALS WITH THIS COVER PAGE

**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)**  
**INNOVATION**  
**(IN)**

## NON-RESIDENTIAL NEW CONSTRUCTION (NRNC) INNOVATION (IN)

<b>IN1</b>	<b>INNOVATION</b>	<b>6 POINTS</b>
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### INTENT

To provide opportunity for the project to be awarded points for exceptional performance above the requirements set by GBI rating system.

### DESCRIPTION

Reward innovation and initiatives.

### REQUIREMENTS

Encourage project team to score points for exceptional performance above the requirements set by GBI rating system:

**1 point** for each approved innovation and environmental design initiative up to a maximum of 6 points, for innovative ideas such as, but not limited to:

- Condensate water recovery (accounting for at least 50% of total AHUs/FCUs) for use as cooling tower make-up water or other suitable application;
- Co-generation / Tri-generation system;
- Thermal / PCM / Thermal Mass storage system (accounting for at least 25% of total required cooling capacity);
- Solar thermal technology / Solar Airconditioners (generating at least 10% of total required cooling capacity);
- Heat recovery system (contributing to at least 10% of total required capacity);
- Heat pipe technology (contributing to at least 75% of relevant applications);
- Light pipes (generating at least 10% of the total lighting capacity);
- Auto-condenser tube cleaning system (fitted to plant equipment serving at least 50% of total capacity);
- Non-chemical water treatment system (serving at least 50% of total capacity);
- Mixed mode / low energy ventilation system;
- Advanced air filtration technology (serving at least 50% of the NLA);
- Waterless urinals (fitted to all male toilets);
- Central vacuum system (serving at least 50% of NLA);
- Central Pneumatic Waste Collection system;
- Self-cleaning façade;
- Electrochromic glazed façade;
- Refrigerant leakage detection and recycling facilities (catering for the whole main plant);
- Recycling of all fire system water during regular testing.

Project team may submit any innovation not listed above to GBI for consideration and approval of credit point.

### APPROACH & IMPLEMENTATION

During Concept Design Stage, commence discussions on all possible innovation ideas to be incorporated into the building early. Late incorporation of innovation ideas may be difficult and costly.

### REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)

	SUBMITTER	GBI
1. Report on each innovation, how it is derived, and how it would assist in reducing energy and/or improving sustainable design.	<input type="radio"/>	<input type="radio"/>

### REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)

	SUBMITTER	GBI
1. Full documentation and photographic evidence of each innovation, and the process from commencement to commissioning, complete with drawings, manuals and maintenance write-up.	<input type="radio"/>	<input type="radio"/>
2. Describe any deviations or additions to the DA submission.	<input type="radio"/>	<input type="radio"/>

<b>PROJECT NAME</b>				DATE
<b>SUBMITTING PROFESSIONAL</b>	NAME	DESIGNATION	COMPANY	SIGNATURE
<b>CLIENT</b>	NAME	DESIGNATION	COMPANY	SIGNATURE

**NOTE ATTACH ALL SUBMITTALS WITH THIS COVER PAGE**

**NON-RESIDENTIAL NEW CONSTRUCTION (NRNC)  
INNOVATION (IN)**

<b>IN2</b>	<b>GREEN BUILDING INDEX FACILITATOR</b>	<b>1 POINT</b>
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**INTENT**

To support and encourage the design integration required for Green Building Index rated buildings and to streamline the application and certification process.

**DESCRIPTION**

Encourage and promote green technology service providers.

**REQUIREMENTS**

Support and encourage the design integration required for Green Building Index rated buildings and to streamline the application and certification process, where:

At least one principal participant of the project team shall be a Green Building Index Facilitator who is engaged at the onset of the design process until completion of construction and Green Building Index certification is obtained. Name of the GBI Facilitator shall be inserted in GBI Application & Registration Form.

**APPROACH & IMPLEMENTATION**

Appoint a Green Building Index Facilitator early to assist in the concept design stage, and ensure that the Facilitator follows through the entire project.

**REQUIRED SUBMISSION FOR DESIGN ASSESSMENT (DA)**

	SUBMITTER	GBI
1. Proof of appointment of the named GBI Facilitator.	<input type="radio"/>	<input type="radio"/>
2. GBI Facilitator to present DA submission to GBI Certifier.	<input type="radio"/>	<input type="radio"/>

**REQUIRED SUBMISSION FOR COMPLETION & VERIFICATION ASSESSMENT (CVA)**

	SUBMITTER	GBI
1. GBI Facilitator to present CVA submission to GBI Certifier.	<input type="radio"/>	<input type="radio"/>

<b>PROJECT NAME</b>				DATE
<b>SUBMITTING PROFESSIONAL</b>	NAME	DESIGNATION	COMPANY	SIGNATURE
<b>CLIENT</b>	NAME	DESIGNATION	COMPANY	SIGNATURE

**NOTE** ATTACH ALL SUBMITTALS WITH THIS COVER PAGE

## ACKNOWLEDGEMENTS

GSB would like to thank all contributors for efforts in preparing the Non-Residential New Construction (NRNC) Design Reference Guide Version 1.0. The following are the main contributors to the formation of this document:

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