



NJCEP RESIDENTIAL NEW CONSTRUCTION PROGRAM FY2017 RATING PROVIDER PARTICIPATION AGREEMENT

Rating Provider Information

Rating Provider (Firm): _____

Contact: _____

Mailing Address: _____

Phone: _____ Cell phone: _____ Fax Number _____

E-mail Address: _____

Please indicate the level of program participation for which the Rating Provider is applying (check all that apply):

- IECC 2015 ERI (Energy Rating Index)
- ENERGY STAR® Home
- Zero Energy Ready Homes (ZERH) and ZERH + renewables (RE)

Partnership Agreements and QA/QC Procedures (provide fully executed copies with this application)

- Rating Provider is currently an ENERGY STAR partner and has completed an EPA ENERGY STAR Online Partnership Agreement at (https://www.energystar.gov/index.cfm?fuseaction=opa.showPartnerRoles&p_code=HVERORG).
- If performing Zero Energy Ready (ZERH) and ZERH + renewables (RE) projects, please provide a copy of your DOE Zero Energy Ready Home partnership agreement (<http://www4.eere.energy.gov/buildings/residential/register>).
- Quality Assurance/Quality Control Program (QA/QC): In addition to complying with RESNET QA/QC standards, applicants must provide a copy of their current QA/QC procedures. These procedures shall, at a minimum, include a description of the following:
 - Sampling methodology for on-site inspection
 - Sample on-site inspection report and copies of all forms used
 - On-site inspection level
 - Inspection protocols
 - Inspection results reporting process
 - Dispute resolution policy
 - Disciplinary plan (including termination of affiliation)



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Insurance Requirements

<p>Rating Provider shall maintain the following types of insurance at the following minimum levels of coverage for the life of this Agreement:</p> <ul style="list-style-type: none"> • Commercial General Liability (\$1,000,000 per event of bodily injury, property damage or personal injury or death) • Automotive Liability (\$1,000,000 combined single limit, including coverage over owned, non-owned and hired vehicles) • Workers' Compensation (in accordance with statutory minimums, but including no less than Employer's Liability of \$1,000,000 per event of injury or death each accident) <p>If any policy of insurance required is subject to a general aggregate limit, then such aggregate limit shall be at least twice the event limit. Each certificate of insurance shall list CLEAResult and Sponsor (as defined below) as additional insured on a primary, non-contributory basis. Rating Provider shall waive all rights of recovery against CLEAResult, Program Administrator, Sponsor, and any of their respective affiliates for any loss or damage covered by the policy. Evidence of this requirement shall be noted on all certificates of insurance provided to CLEAResult. CLEAResult shall be listed as a certificate holder with each insurance agency providing certificates so as to facilitate notifications related to changes in coverage.</p>	<input type="checkbox"/> Yes	<input type="checkbox"/> Certificate of Insurance is Attached
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Program Overview

CLEAResult is implementing the Residential New Construction Program (the "Program"), which runs on a fiscal year from July 1 to June 30 year to year, within the State of New Jersey. This Program is part of the New Jersey Clean Energy Program portfolio funded by New Jersey utility ratepayers under the auspices of the New Jersey Board of Public Utilities ("NJBPU), and is administered by Applied Energy Group, Inc. ("Program Administrator") for the State of New Jersey through the New Jersey Board of Public Utilities. CLEAResult is in the business of implementing energy efficiency programs funded by utility ratepayers such as NJBPU ratepayers. CLEAResult is responsible for recruiting rating providers to perform services under the Program and manage the implementation of the Program.

Enrollment Instructions

Step 1: Complete a Rating Provider Participation Agreement.

Step 2: Complete a W-9

Step 3: In addition to submitting the above listed Partnership Agreements and QA/QC procedures, please also submit:

- Completed Rating Provider Participation Agreement
- W-9
- Certificate of insurance
- NJ Business Registration Certificate
- Copy of your current REM/Rate rating software licensing agreement
- Copy the EPA Version 3 training certificate (if applicable) via email.



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FY2017 RATING PROVIDER PARTICIPATION AGREEMENT**

E-MAIL: RNCNJCEP@NJCleanEnergy.com

Step 4: Submit certificates of insurance and copies of required documents (if applicable) at with each annual renewal application, and upon any material revisions or cancellations, to CLEAResult via email above.

After your Agreement is received, a Program representative will contact you to confirm receipt and continue the enrollment process. Rating Providers do not become participating rating providers until they complete required administrative and field trainings and receive confirmation of participation from CLEAResult's Program management. Rating Provider eligibility is at the sole discretion of the Program. Participation in the Program and this FY2017 Rating Provider Participation Agreement are subject to the CLEAResult Standard Terms and Conditions for Participating Rating Providers.

CONTRACTOR AGREED AND ACCEPTED	
I have read and understood the Rating Provider Participation Agreement and the CLEAResult Standard Terms and Conditions for Participating Rating Providers and certify that the information I have provided is true and correct.	
Signature:	Date:
Name (printed):	Title:
CLEAResult CONSULTING INC., AND/OR AN AFFILIATE THEREOF AGREED AND ACCEPTED	
Signature:	Date:
Name (<i>printed</i>): Andrew Fisk	
Title: Vice President, Central Atlantic	

These CLEAResult Standard Terms and Conditions for Participating Rating Providers and the FY2017 Rating Provider Participation Agreement (collectively, the “**Agreement**”) are made and entered into by and between CLEAResult Consulting Inc., a Texas corporation and/or an affiliate thereof (“**CLEAResult**”), and _____ (“**Rater**”). CLEAResult implements the NJCEP Residential New Construction Program (the “**Program**”) through and agreement with the program administrator, Applied Energy Group, Inc. (“**Program Administrator**”) on behalf of the State of New Jersey through the New Jersey Board of Public Utilities (each a “**Sponsor**”) to administer services to eligible end use customers (each, a “**Customer**”). CLEAResult and Rater may be referred to in this Agreement individually as a “**Party**” and collectively as the “**Parties**.” In consideration of the mutual covenants and agreements set forth below, the adequacy and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. **TERM AND TERMINATION.** This Agreement is effective upon the date it is executed by both Parties and will continue through June 30, 2017 (the “**Program Period**”), unless terminated in accordance with the provisions in this Agreement. In addition, all incentives paid under this Program are available on a first-come, first-served basis until allocated funds are depleted; therefore, this Program may be modified or terminated at any time without notice. Rater agrees that Sponsor, Program Administrator or CLEAResult may take action in accordance with the [New Jersey Contractor Remediation Procedures](#), including suspending or terminating Rater’s participation in the Program, and may terminate or modify this Agreement at any time and for any reason, including, without limitation, for Rater’s noncompliance with the Program guidelines, any law, the Rating Provider Program Requirements in Exhibit A, or any provision of this Agreement. Upon termination of this Agreement, Rater shall immediately cease participating in the Program, including but not limited to any applicable use of Program materials, logos or other advertising tools, equipment and incentive forms. CLEAResult will not pay Rater for post-termination activity including but not limited to any incentives dated and submitted after the date of termination or for any costs incurred by the Rater post-termination. In the event of termination for cause, Rater shall be liable to the Program for any and all damages sustained by reason of the default that gave rise to termination. In the event either party terminates this Agreement, CLEAResult shall have the right to assign to another rater the responsibility for completion of any work not completed by Rater prior to the effective date of termination or any work that fails to meet quality standards prior to the effective date of termination. Rater hereby agrees that CLEAResult shall be entitled to deduct from unpaid amounts earned by Rater as of the effective date of termination, the amount of any claims or damages CLEAResult may have against Rater under this Agreement or otherwise. If the amount of CLEAResult’s claims or damages against Rater exceeds the unpaid amount earned, CLEAResult shall notify Rater, and Rater shall pay CLEAResult the difference within thirty (30) days after receipt of such notification. Termination of this Agreement shall not relieve Rater of any warranties or other obligations expressed herein which by their terms are intended to extend beyond termination.
2. **ELIGIBILITY.** The Program determines eligibility of raters at its sole discretion. CLEAResult may request from Rater verification of its eligibility requirements at any time during the Program Period.
3. **CONFIDENTIALITY.** Rater will have access to Confidential Information (as defined below) by participating in this Program. Rater will not use any Confidential Information of CLEAResult for any purpose other than as needed to perform Rater’s obligations in the Program. Rater will hold all Confidential Information of CLEAResult in strict confidence and will not disclose any Confidential Information to any person other than to its employees and independent contractors who: (a) have a “need to know;” (b) have been advised of the confidential and proprietary nature of the Confidential Information; and (c) have signed a written agreement that is as protective of the Confidential Information as that set forth in this Section; except as compelled by court order or otherwise required by law. If Rater is required by law to disclose Confidential Information, Rater will immediately notify CLEAResult and cooperate with CLEAResult to obtain a protective order or other appropriate remedy to maintain the confidentiality of the information. The term “**Confidential Information**” means all Customer data and all information and materials relating to CLEAResult’s business, in whatever form or medium, disclosed to or received by Rater, whether visually, by perception, orally or in writing, whether disclosed before or after the Effective Date, and whether or not specifically marked or otherwise identified as “Confidential” or “Proprietary,” including, but not limited to, all Program toolkits and apps (e.g., iManifold, Testo), and all summaries and notes prepared by or on behalf of Rater, except that “Confidential Information” does not include any information that Rater demonstrates: (i) has become generally available to the public without breach of this Agreement; (ii) Rater later received from another person who did not violate any duty of confidentiality; or (iii) Rater developed without use of any Confidential Information by persons who were not exposed to the Confidential Information.
4. **PROGRAM PROVISIONS AND SUPPORT.** CLEAResult will provide the Rater with each of the following: (a) technical, administrative, and software support via webinars and Program technical representatives, during regular business hours (holidays excluded) through a toll-free number; (b) Program-sponsored training conducted during regular business hours (holidays excluded), unless otherwise agreed by the Parties and attended solely by Rater’s personnel, unless otherwise agreed by the Parties; (c) marketing materials to allow the Rater to communicate the benefits of the Program to eligible Customers; and (d) Customer data.
5. **USE OF INTELLECTUAL PROPERTY.** Rater shall not use the trademarks, logos or other intellectual property of CLEAResult, Sponsor or any of their affiliates without prior written approval by CLEAResult or Sponsor, as applicable.
6. **INSURANCE AND LICENSING.** Rater shall provide CLEAResult with all applicable certificates of insurance before performing any work for the Program. Rater will provide CLEAResult with updated insurance certificates as appropriate but no less frequently than every time the auto policy is renewed or modified. Rater shall provide CLEAResult with at least thirty (30) days’ prior written notice before an insurance policy required by this Agreement is reduced, cancelled, or expires. At all times during the Program Period, Rater, and its agents and subcontractors, shall retain all necessary licensures, certification, training, and other requirements as deemed necessary by state law, the

Program policies and guidelines, and all relevant documentation pertaining to the installation of the energy efficiency measures, and will provide immediate access to such documentation to CLEAResult and Sponsor upon request. This includes but is not limited to appropriate liability insurance, permits, licensure, or certification information, installed equipment model and serial numbers.

7. **INDEPENDENT CONTRACTOR.** Rater is an independent contractor in relation to CLEAResult, Program Administrator and Sponsor, and is voluntarily participating in the Program to deliver the services as outlined by the Program directly to Customers. This Agreement shall not create the relationship of employer and employee, a partnership, or a joint venture. CLEAResult and Sponsor shall not control or direct the details or the means by which Rater performs any services under this Agreement. Rater will pay all of its administrative, overhead, and other costs, including withholding taxes, social security, unemployment, disability, health, workers' compensation, or other insurance coverage.
8. **INCENTIVE PAYMENT.** Rater acknowledges that incentives will be paid by Sponsor only if: (a) Customer(s) and installed measure(s) or services meet the Program eligibility requirements and the requirements outlined by the Program; (b) measures are installed in eligible project sites; and (c) measures are installed at a project site that has not received incentives from any other of Sponsor's energy efficiency programs for the same measure(s). Rater understands that Sponsor, in its sole discretion, may withhold incentive payments committed to a Customer and Rater if a project site is proven ineligible or a project otherwise does not comply with the requirements set forth by the Program.
9. **CONTRACTOR CONDUCT.** Rater agrees to pursue referral leads resulting from the Program's marketing and communications efforts and must make a good faith effort to provide, in a timely fashion, services to these leads in accordance with the Program guidelines and this Agreement. Rater recognizes that any leads received as a result of the Program's efforts constitute a Program benefit. Rater understands that participation in the Program does not constitute an endorsement of any kind on the part of CLEAResult or Sponsor. Rater shall not state or imply any such endorsement, either directly or indirectly, in written or verbal form. Rater shall not knowingly misrepresent any information concerning the Program, its purpose, policies, incentives, and procedures, or its role in the Program or relationship with CLEAResult or the Sponsor. Rater shall not mislead any Customer about the availability of Program incentives or misrepresent its role in the incentive award process. Only Sponsor or CLEAResult, on behalf of Sponsor, in its sole discretion, can approve or reallocate Program incentives for a Customer. Rater will keep a Customer's home as free as possible from waste materials while performing work. After completing work, Rater will clean the work area, removing all waste materials, tools, and supplies. Rater shall not cause damage to a Customer's premises. Rater will not knowingly use any defective, second quality, or previously used materials.
10. **AUDITING, MONITORING AND VERIFICATION.** CLEAResult and/or Program Administrator and/or Sponsor will audit and monitor some or all Program services performed by Rater to ensure compliance with Program requirements and to verify the energy savings achieved through the Program. Rater agrees to cooperate with CLEAResult, Program Administrator and Sponsor, as necessary. Rater also agrees to remedy any issue(s) arising from auditing and monitoring results at no additional cost within the timeframe provided by the Program. CLEAResult or Sponsor may perform quality control on any or all work performed by Rater, with or without notice to Rater, and by any means CLEAResult, Program Administrator or Sponsor may select, including accompanying Rater to a Customer's location. Failure of Rater to meet quality standards will be grounds for termination of this Agreement. Rater shall use its best efforts to obtain Customer cooperation in allowing CLEAResult, Program Administrator or Sponsor access to the Customer's location for this purpose.
11. **MECHANICS LIENS.** Rater shall keep each Customer's property free of liens and claims filed by subcontractors and vendors of subcontractors and others claiming by or through Rater, and shall defend, indemnify and hold CLEAResult, Program Administrator, Sponsor, and any Customer harmless from all expenses and losses incurred as a result of any such liens or claims. If a lien or claim is filed by a vendor or subcontractor, Rater shall cause such lien to be discharged or bonded off within forty-eight (48) hours of notice by CLEAResult. If Rater fails to do so, CLEAResult may, without prejudice to any other remedies available at law, pay all sums necessary to obtain a release or discharge of such lien and deduct those sums, including costs, expenses and reasonable attorney's fees, from amounts due or to become due to Rater.
12. **REPRESENTATIONS, WARRANTIES, AND COVENANTS.** Rater, its employees, agents and subcontractors, represent and warrant that: (a) the services performed for a Customer through the Program shall be performed in a good workmanlike, skilled, and professional manner; (b) the services shall comply in all material respects with the specification and other requirements set forth in each applicable contract with a Customer and in strict accordance with the Program and this Agreement; (c) Rater's performance of the services shall not violate any applicable law, rule, regulation, contracts with third parties, and/or any third-party rights, including, without limitation, any copyright, trademark, trade secret, or patent or similar right; (d) Rater is the lawful owner or licensee of any intellectual property, software applications or other materials used by Rater in the performance and delivery of the services and has all rights necessary to convey to Customer the unencumbered ownership of all work product that results from the services; (e) Rater is and shall remain in compliance with all labor and employment laws, including but not limited to those prescribing standards for wage and overtime pay, employee benefits, workplace health and safety, labor relations and rights of uniformed service members; (f) Rater possesses the technical and professional expertise and the fiscal capability necessary to carry out the work authorized and accepted under this Agreement in a prompt, fair, and workmanlike manner; (g) Rater currently has in effect, and will keep in effect throughout the term of this Agreement, insurance in the forms and amounts and with insurance companies acceptable to CLEAResult in no event less than the minimum insurance levels set forth in this Agreement; (h) Rater shall maintain hard copy or digital records of all work performed and products installed under this Agreement for a minimum of three (3) years from the time the work is performed, including records of data collected, visits made, materials furnished or installed, individual staff providing the services, costs incurred, invoices, and agreements. Copies of these records shall be made

available to CLEAResult within five (5) business days upon request; and (i) Rater shall warranty materials provided by Rater and installed pursuant to this Agreement against any defect in materials, manufacture, design or installation for a period of one (1) year from the date the materials are provided and/or installed, whichever is later.

13. **INDEMNITY; LIMITATION ON DAMAGES.** Rater shall defend, protect, indemnify, and hold harmless Sponsor, Program Administrator and CLEAResult, their respective officers, directors, agents, and employees, and each of their parents and affiliates, and each of their respective officers, directors, agents, and employees (collectively, the “**Indemnified Parties**”) from and against any and all claims, losses, expenses, attorneys’ fees, damages, demands, judgments, causes of action, suits, and liability in tort, contract, or any other basis and of every kind and character whatsoever (“**Claims**”) arising out of Rater’s, or its agents or subcontractors, acts or omissions, including but not limited to any violation of labor or employment laws, incident to or related in any way to, directly or indirectly, the services provided in connection with the Program, this Agreement and/or the Program. Rater acknowledges and agrees that with respect to any Claims brought against the Indemnified Parties, Rater will be required to waive as to the Indemnified Parties any defense it may have by virtue of the Workers’ Compensation Laws of any state, to the extent allowed by law. CLEAResult, PROGRAM ADMINISTRATOR AND SPONSOR SHALL NOT BE LIABLE FOR INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE PERFORMANCE OF THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO, LOSS OF ANTICIPATED REVENUE, PROFITS, OR GOODWILL, WHETHER ARISING IN NEGLIGENCE, BREACH OF CONTRACT, OR UNDER STATUTE OR RULE. Rater shall represent to Customer that all services under this Agreement are provided by Rater alone, and not by CLEAResult, Program Administrator or Sponsor. Rater acknowledges and agrees that CLEAResult, Program Administrator and Sponsor make no representation or warranty and assume no liability with respect to quality, safety, performance, or other aspect of any design, system, or product provided pursuant to this Agreement, and CLEAResult, Program Administrator and Sponsor expressly disclaim any such representation, warranty, or liability. Nothing in this Agreement shall be construed to create any duty to, any standard of care with reference to, or any liability to any third party on behalf of CLEAResult, Program Administrator or Sponsor. Rater is solely responsible for any damage incurred by Customer as a result of Rater’s services under the Program. Neither CLEAResult, Program Administrator, nor Sponsor is responsible for Customer complaints or damages.
14. **NOTICE.** Any notice required to be given under this Agreement shall be deemed given when placed in the mail and mailed by overnight registered mail via a nationally-recognized courier (e.g., USPS, FedEx, UPS) and postage prepaid. Notice to CLEAResult shall be to Attn: Legal Department, 100 SW Main St., Suite 1500, Portland, OR 97204. Notice to Rater shall be to the address provided above.
15. **MISCELLANEOUS.** This Agreement shall be governed by and construed under the laws of the State of New Jersey, without regard to conflict of law rules. Any dispute or claim that relates to this Agreement, its interpretation or breach, or to the existence, scope, or validity of this Agreement or this arbitration provision, shall be resolved by arbitration in accordance with the then effective arbitration rules of (and by filing a claim with) Arbitration Service of Portland, Inc., and judgment upon the award rendered pursuant to such arbitration may be entered in any court with jurisdiction. The Parties acknowledge that mediation helps Parties settle their disputes and any Party may propose mediation whenever appropriate through the Arbitration Service of Portland, Inc. or any mediator mutually selected by the Parties. Any dispute or claim for which a party seeks injunctive relief, even if contrary to the language of this Section, may be brought in the state and federal courts in Multnomah County, Oregon, and such courts shall be the proper and exclusive forum for any such action. Rater shall not assign this Agreement, in whole or in part, voluntarily or involuntarily (including a transfer to a receiver or bankruptcy estate) without the prior written permission of CLEAResult. Rater may not delegate or subcontract Rater’s duties under this Agreement without the prior written permission of CLEAResult. CLEAResult may assign its rights and delegate its duties under this Agreement to any third party at any time without Rater’s consent. If any provision of this Agreement is invalid or unenforceable in any jurisdiction, the other provisions in this Agreement shall remain in full force and effect in such jurisdiction and shall be liberally construed in order to effectuate the purpose and intent of this Agreement. The invalidity or unenforceability of any provision of this Agreement in any jurisdiction shall not affect the validity or enforceability of any such provision in any other jurisdiction. The failure of either Party to enforce strict performance by the other of any provision of this Agreement, or to exercise any right available to the Party under this Agreement, shall not be construed as a waiver of such Party’s right to enforce strict performance in the same or any other instance. This Agreement supersedes all previous signed agreements between the Parties and sets forth the entire agreement of the Parties with respect to the subject matter hereof and may not be altered, changed abridged or amended other than in writing signed by the Parties.

Exhibit A
Rating Provider Program Requirements

General Requirements

1. Should Rating Provider no longer wish to participate in the program for any reason, this intention must be submitted to CLEAResult in writing.
2. If Rating Provider seeks to become certified to independently provide rating services for Zero Energy Ready Homes (ZERH) and ZERH + renewables (RE) it must also successfully complete CLEAResult mentored QA inspections of its first five (5) projects.
3. Rating Provider must provide CLEAResult with the date/time of pre-dry wall and final inspection with at least five (5) days prior notice.
4. Rating Provider will maintain formal agreements with all of its affiliated HERS raters and inspectors that state the rights and responsibilities of both the raters inspector and Rating Provider. The agreement shall make explicit the minimum Rating Provider qualifications required, including proof that its affiliated raters) have been certified through RESNET. Copies of this agreement (excluding fee arrangements) and current rater certificates must be included as part of the Rating Provider's registration. (see <http://www.resnet.us/>)
5. Rating software: Rating Provider must use REM/Rate rating software.
6. Rating Provider will perform ratings in accordance with the current Northeast Home Energy Rating System Alliance Training and Reference Manual (see www.energyratings.org).
7. Rating Provider must comply with Rating Provider's and the Program's QA/QC process. The Rating Provider must alert the builder to the Program's ability to QA/QC their projects.
8. Rating Provider will work with NJCEP RNC partners to label their homes in accordance with all Program requirements.
9. Rating Provider must attend at least one Program-sponsored orientation session per year, and meet the Program's Rating Provider participation criteria.
10. Rating Provider's new hires must undergo new Rating Provider training, provided periodically by the Program.
11. When requested, the Program may assist Rating Provider in their delivery of builder/developer orientation courses in groups of (10) or more builders/employees.
12. Builder orientation sessions delivered by Rating Provider must parallel the content, policy criteria, and required forms, as instructed by the Program. The Program shall provide authorized Rating Provider's with necessary forms, content and/or materials to support compliance.

Reporting Requirements

13. Rating Provider agrees to make available Program-mandated reports and data, as determined by the Program and communicated to the Rating Provider at the time of the orientation session for Rating Provider (including, but not limited to, **rating reports** (electronic) complete with all data and performance detail, inspection reports, and performance test results). The Rating Provider also agrees to authorize the provider to "data dump" client's REM/Rate master data file to the Program upon request and/or upon completion of each site's analysis completion. Rating Provider (and Provider) agree that this latter requirement shall commence upon written request by the Program, and shall include, but not be limited to, a "data dump" of all previously registered/processed projects/units since commencement of customer's/builder's Program participation. Requested rating reports are to be forwarded to the Program.
14. **Rating Provider status updates.** Rating Providers participating in the Program must immediately notify CLEAResult, in writing, of any change in an affiliated rater's participation status (i.e., new Certification in Process rater, a rater becoming fully certified, any rater leaving Rating Provider oversight, or any rater losing certification).
15. Rating Provider agrees to inform CLEAResult of the status of all plan reviews, ratings, and other Program activities undertaken as requested; and agrees to provide CLEAResult with copies of any HERS rating and supporting documentation and electronic building file uploads for work performed under the Program upon request.
16. **Required Reporting:**
Monthly Reporting: Rating Provider shall submit a monthly report to CLEAResult as requested which includes the following:

Exhibit A
Rating Provider Program Requirements

- List of all trainings conducted (along with sign-in sheets for builders and architects in attendance).
- List of all plan reviews conducted during month (data to include Certified Rating Provider name, builder name, home address, date of review).
- List of all EPA Checklist inspections conducted during month (data to include Certified Rater name, builder name, home address, date of inspection).
- List of all Final Ratings completed during month (data to include Certified rater name, builder name, home address, date of final rating, and pass/fail score)

Quarterly Reporting: The Rating Provider shall submit quarterly activity reports to CLEAResult as requested. The quarterly report shall contain, but is not limited to:

- *Quality Control:* This information shall include a synopsis of all activities resulting from deficiencies uncovered during field QA inspections.
- *A description of all technical support* provided to raters through QC processes shall also be reported.
- *Dispute Resolution Activity:* This shall include a description of any issues that arose during the reporting period, or that began before the reporting period and are ongoing, and their relevant statuses. For every ongoing dispute, an outline of the process being followed to resolve the issue shall be clearly identified.

Additional documents:

- List of all Certification-in-Process (CIP) raters.
- List of all supervised ratings that have been completed for each affiliated CIP rater (data to include supervisor name, CIP rater name, builder name, home address, date of supervised rating, status of project).
- List of all Certified raters affiliated with applicant.
- List of QA inspections conducted during month (data to include Certified rater name, builder name, home address, QA inspector name, date of inspection, pass/ fail score).