

Indoor AirPlus

Transfer of Verifier of Record



From: US EPA Indoor AirPlus

To: All HCOs

July 31, 2025

Subject: Transfer of Verifier of Record

In response to the recent closure of a mid-sized Verification Organization, this letter clarifies how current program policies apply to homes pursuing Indoor AirPlus (IAP) certification when there is a transfer of the verifier of record. This guidance does not preclude an HCO from implementing requirements over-and-above these minimum program requirements.

Per the Indoor AirPlus program requirements, homes obtaining IAP V1 or V2 Gold certification must first achieve ENERGY STAR certification. See the Rater of Record Transfer document released by ENERGY STAR on July 18, 2025. For all IAP program versions and revisions, the verifier shall review all items on the verification checklist to verify that each inspection checklist item has been met within program-defined tolerances, which, among other things, requires a pre-drywall and final inspection. In the context of a transfer of the verifier of record, the adopting verifier is required to compile a complete record that satisfies these requirements, using the following methods:

- **Transfer of Documentation:** The adopting verifier is permitted to compile documentation of the original verifier's work to facilitate completion of one or more of the Indoor AirPlus requirements. Likely examples of qualifying documentation include an email, photo, inspection report, contract, or scope of work. It will generally not be possible to transfer homes without any documentation, unless drywall is not yet installed.
 - When the adopting verifier wishes to facilitate completion of one or more of the Indoor AirPlus requirements with the original verifier's work, completing the applicable IAP checklist requires, at minimum, documentation of the original verifier's pre-drywall inspection, including the address of the home, date of inspection, and name of the verifier or Verification Organization and the builder's signature if items have been builder verified. The best practice is to collect the completed checklist or equivalent from the original verifier, although other approaches that allow the adopting verifier to accurately complete the checklist are permitted.
- **Direct Verification:** The adopting verifier is permitted to verify (or re-verify) any checklist item where it is possible to do so (e.g., re-collect documentation such as documentation proving low-emission compliance, complete a pre-drywall and/or final inspection, builder verified items, etc.). Only verification methods defined within the Indoor AirPlus Construction Specifications (V1) and the Indoor AirPlus Verification Requirements (V2) by the "Guidance for Completing the Indoor AirPlus Verification Checklist" within each of those documents, are permitted.

Examples of scenarios that would meet this intent include, but are not limited to:

1. A Detailed Inspection Report.

A detailed address-specific report (via email, for example) listing each checklist item verified by the verifier, and/or builder would suffice to establish that the inspection occurred as well as the details of what was verified.



2. Abridged Inspection Report with Additional Record of Checklist Details.

An email confirming inspection completion, but without checklist details on the specific items inspected, would generally require supplemental documentation indicating details of what the original verifier inspected. Examples might include:

- A consistent pattern of completed checklists (or equivalent) from other homes in the development;
- A scope of work or contract indicating the original verifier's item-by-item expectations.

These revisions can be applied to any home pursuing certification and, when used, must be applied in their entirety.

The Indoor AirPlus team appreciates HCOs' and partners' attention to this matter and is available to assist further as it proceeds.