REQUEST - General Process diagram of a quality assured renovation process

### Construction phase

#### Level 1: Tasks
- Recommendations for action
- Contracts, Specification
- Appointment of responsibilities

#### Level 2: Obligatory documentation requirement
- EPC
- Thermography
- Hydraulic balancing
- Commissioning Measurements
- Handing over relevant documents to the owner (signature)

#### Level 3: National REQUEST-requirements
- Briefing of building owner, user, facility management staff
- Check available promotion/subsidies and their requirements using independent advice
- For every trade
- Information of all participants
- Regular meetings between planning team, Specification through planner/architects
- Have to be appointed: Documentation required control in construction, optional: QA-Representative

#### Level 4: National programs, instruments, ordinances
- Check available promotion/subsidies and their requirements using independent advice
- Quality assurance implementation

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= Minimum requirements

*technical, ecological, economical, social etc.*