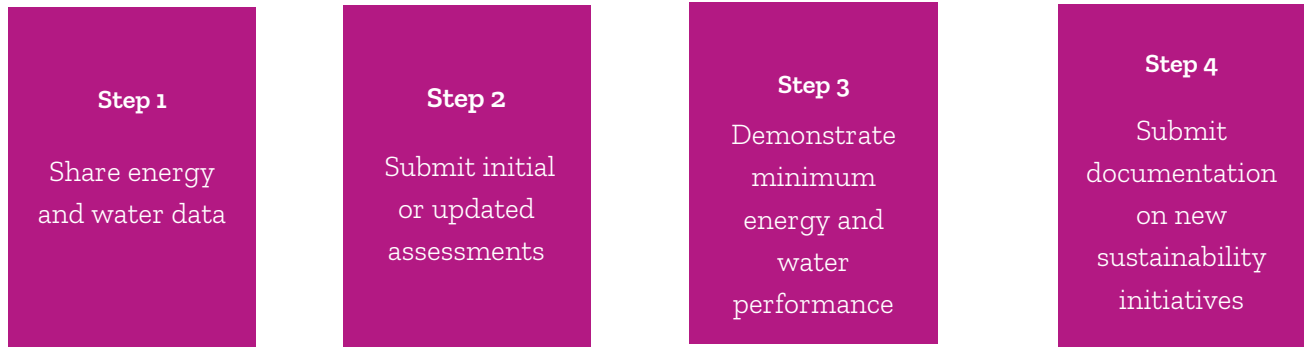


IREM[®] Certified Sustainable Property (CSP) Recertification guide

You will need to complete these steps to recertify your IREM Certified Sustainable Property (CSP).



*Which version of the CSP your properties are certified under will dictate whether you'll need to submit initial or updated assessments.

Previous CSP versions: Initial assessments

CSP v.2025: Updated assessments

1



Share the property with IREM's account in ENERGY STAR[®] Portfolio Manager[®] OR submit an alternative form of data benchmarking. Data from other benchmarking platforms or in house data collection is accepted if equivalent energy and water use data is available.



Share the property with IREM's account in ENERGY STAR Portfolio Manager or submit alternative benchmarking data

2

Properties originally certified or last recertified under the previous version of the CSP must complete and submit initial energy and water assessments and three-year plans on their next recertification.

Properties originally certified or last recertified under CSP v.2025 must demonstrate sufficient progress on their three-year plans and submit new assessments and three-year plans.

This requirement is waived if the property:

- Has had an ASHRAE Level 1 or Level 2 audit performed in the same calendar year as the year in which the application is submitted, or,
- Is no more than five years old and certified under an initial construction green building certification, such as LEED BD+C or BREEAM New Construction.

☐ Submit assessments with three-year plans or equivalent

3

Demonstrate an ENERGY STAR score of 60+ or 5% energy reduction *and* 5% water reduction over baseline of previous certification.

Certain factors, such as increased occupancy, tenant turnover, and unforeseen disasters, among other events, may make these targets infeasible. For this reason, applicants have an opportunity to provide a good faith explanation as to why the targets have not been reached.

Important note: If you have access to energy and water consumption data for the entire property through the utility, you must use benchmarking for the whole property, including areas under management control and tenant/resident spaces, using that data.

☐ Demonstrate ENERGY STAR score of 60+ or a 5% energy reduction *and* a 5% water reduction OR submit good faith explanation.

4

Upload documentation for each of the sustainability projects or initiatives that the property has implemented **since original CSP certification or the most recent recertification**. You don't need documentation for projects and initiatives implemented prior to the property's most recent CSP certification. Recertification applications need at least 4-6 initiatives/improvements where the energy and water targets in Step 3 were not accomplished. Properties that reach those targets must submit at least 2-3 initiatives/improvements. See possible examples of initiatives/improvements below. Documentation may include reports, bills, contracts, photos, invoices, work orders, internal checklists, and similar items.

Energy

- ☐ Building envelope upgrade
- ☐ BMS/BAS – new or upgrade
- ☐ Continuous commissioning
- ☐ Cool/white/reflective roof
- ☐ Audit or retrocommissioning
- ☐ EMS – new or upgrade
- ☐ ENERGY STAR products
- ☐ EV charging stations
- ☐ HVAC equipment/controls
- ☐ Lighting upgrade/controls
- ☐ Renewable energy
- ☐ All other projects/initiatives

Water

- ☐ HVAC upgrades
- ☐ Irrigation
- ☐ Kitchen/restroom fixtures
- ☐ Leak detector(s)
- ☐ Native plants/xeriscaping
- ☐ Stormwater management
- ☐ Utility incentive/program
- ☐ Water reuse system
- ☐ All other projects/initiatives

Health

- ☐ Community/shared garden
- ☐ Project with healthy materials
- ☐ Demand control ventilation
- ☐ Green cleaning
- ☐ Green pest management
- ☐ Health/wellness amenity
- ☐ IAQ monitoring equipment
- ☐ IAQ testing
- ☐ Smoke-free
- ☐ Resident/tenant IEQ survey
- ☐ All other projects/initiatives

Recycling

- ☐ Centralized recycling
- ☐ Construction waste plan
- ☐ Cooking grease
- ☐ Food waste composting
- ☐ Landscape composting
- ☐ Vendor takeback program
- ☐ All other projects/initiatives

Purchasing

- ☐ Construction with EPP
- ☐ Enhanced EPP purchasing
- ☐ RECs or carbon offsets
- ☐ Responsible vendor program
- ☐ Utility green power program
- ☐ All other projects/initiatives

Other programs/initiatives

- ☐ Green leasing program
- ☐ Project with healthy materials
- ☐ Portfolio commitment
- ☐ Resident/tenant outreach
- ☐ Resilience program or strategy
- ☐ Smart building features
- ☐ All other projects/initiatives

Questions?

irem.org/csp sustainability@irem.org