



# ADDENDA

**ASHRAE Addendum p to  
ASHRAE Guideline 36-2018**

# High Performance Sequences of Operation for HVAC Systems

Approved by ASHRAE on August 24, 2020.

This addendum was approved by a Standing Guideline Project Committee (SGPC) for which the Standards Committee has established a documented program for regular publication of addenda or revisions, including procedures for timely, documented, consensus action on requests for change to any part of the guideline. Instructions for how to submit a change can be found on the ASHRAE® website (<https://www.ashrae.org/continuous-maintenance>).

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ISSN 1049-894X

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ASHRAE Guidelines are prepared by Project Committees appointed specifically for the purpose of writing Guidelines. The Project Committee Chair and Vice-Chair must be members of ASHRAE; while other committee members may or may not be ASHRAE members, all must be technically qualified in the subject area of the Guideline.

Development of ASHRAE Guidelines follows procedures similar to those for ASHRAE Standards except that (a) committee balance is desired but not required, (b) an effort is made to achieve consensus but consensus is not required, (c) Guidelines are not appealable, and (d) Guidelines are not submitted to ANSI for approval.

The Senior Manager of Standards of ASHRAE should be contacted for

- a. interpretation of the contents of this Guideline,
- b. participation in the next review of the Guideline,
- c. offering constructive criticism for improving the Guideline, or
- d. permission to reprint portions of the Guideline.

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**(This foreword is not part of this guideline. It is merely informative and does not contain requirements necessary for conformance to the guideline.)**

## **FOREWORD**

*This addendum includes assignment of miscellaneous equipment (i.e., exhaust fans) to Zone Groups allowing for interlocking of equipment based on Zone Group Mode.*

**Note: In this addendum, changes to the current guideline are indicated in the text by underlining (for additions) and strikethrough (for deletions) unless the instructions specifically mention some other means of indicating the changes.**

## Addendum p to Guideline 36-2018

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*(IP and SI Units)*

Modify Section 3.1.3 as follows:

### 3.1.3 Zone Group Assignments

*Zones and miscellaneous associated equipment must be assigned to Zone Groups such as by using a table (see example below) either on drawings or in BAS specifications. Other formats may be used if they convey the same information.  
Example Zone Group Table:*

<i>Zone Group Name</i>	<i>AH Tag</i>	<i>Terminal Unit Tags</i>	<i>Miscellaneous Equipment Tags</i>	<i>Default Schedule</i>
<i>1st Floor Assembly</i>	<i>AH-1</i>	<i>VAV-1-1 through 11</i>	<i>EF-1</i>	<i>WD: 6am to 8pm WE: 8am to 10pm HOL: off</i>
<i>2nd Floor Office</i>	<i>AH-1</i>	<i>VAV-2-1 through 15</i>	<i>EF-2</i>	<i>WD: 7am to 7pm SAT: 9am to 2pm SUN: off HOL: off</i>
<i>IDF rooms</i>	<i>AH-1</i>	<i>VAV-1-12, VAV-2-16</i>		<i>ALL: 12am to 12am</i>
<i>1st Floor Lobby</i>	<i>AH-2</i>		<i>EF-1</i>	<i>WD: 6am to 8pm WE: 8am to 10pm HOL: off</i>

*Guidance for zone group assignments:*

- *Each zone served by a single-zone air handler shall be its own Zone Group.*
- *Miscellaneous equipment, such as exhaust fans, serving spaces within a Zone Group shall be included in the Zone Group.*
- *Rooms occupied 24/7, such as computer rooms, networking closets, mechanical, and electrical rooms served by the air handler shall be assigned to a single Zone Group. These rooms do not apply to the zone group restrictions below.*
- *A Zone Group shall not span floors (per Section 6.4.3.3.4 of ASHRAE 90.1 2016).*
- *A Zone Group shall not exceed 2,300 m<sup>2</sup> (25,000 ft<sup>2</sup>) (per Section 6.4.3.3.4 of ASHRAE 90.1 2016).*
- *If future occupancy patterns are known, a single Zone Group shall not include spaces belonging to more than one tenant.*
- *A zone shall not be a member of more than one zone group.*
- *Miscellaneous equipment may be included in multiple Zone Group if it serves spaces in multiple Zone Groups.*

## **POLICY STATEMENT DEFINING ASHRAE'S CONCERN FOR THE ENVIRONMENTAL IMPACT OF ITS ACTIVITIES**

ASHRAE is concerned with the impact of its members' activities on both the indoor and outdoor environment. ASHRAE's members will strive to minimize any possible deleterious effect on the indoor and outdoor environment of the systems and components in their responsibility while maximizing the beneficial effects these systems provide, consistent with accepted Standards and the practical state of the art.

ASHRAE's short-range goal is to ensure that the systems and components within its scope do not impact the indoor and outdoor environment to a greater extent than specified by the Standards and Guidelines as established by itself and other responsible bodies.

As an ongoing goal, ASHRAE will, through its Standards Committee and extensive Technical Committee structure, continue to generate up-to-date Standards and Guidelines where appropriate and adopt, recommend, and promote those new and revised Standards developed by other responsible organizations.

Through its *Handbook*, appropriate chapters will contain up-to-date Standards and design considerations as the material is systematically revised.

ASHRAE will take the lead with respect to dissemination of environmental information of its primary interest and will seek out and disseminate information from other responsible organizations that is pertinent, as guides to updating Standards and Guidelines.

The effects of the design and selection of equipment and systems will be considered within the scope of the system's intended use and expected misuse. The disposal of hazardous materials, if any, will also be considered.

ASHRAE's primary concern for environmental impact will be at the site where equipment within ASHRAE's scope operates. However, energy source selection and the possible environmental impact due to the energy source and energy transportation will be considered where possible. Recommendations concerning energy source selection should be made by its members.

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As an industry leader in research, standards writing, publishing, certification, and continuing education, ASHRAE and its members are dedicated to promoting a healthy and sustainable built environment for all, through strategic partnerships with organizations in the HVAC&R community and across related industries.

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