

Owner's Letter of Assurance

Instructions

Commercial Kitchen

WELL Certification is determined by onsite Performance Verification and documentation, including Letters of Assurance from the appropriate professionals overseeing the implementation of a specific WELL feature and component parts during design, construction or operations. The template should be completed, signed and submitted as part of the documentation package.

1. Place a checkmark at every part completed and leave blank those that are not being pursued or being completed by another team member.
2. Initial every feature completed and leave blank those that are not being pursued or being completed by another team member.
3. Sign and date at the bottom of this letter.

If an individual other than the Owner is responsible for any of the requirements contained in this Letter of Assurance, he/she is permitted to sign off on the respective requirements but must complete a separate Letter of Assurance for those specific requirements. This individual should submit a different copy of this form and check the boxes as it pertains to his/her own responsibility. On his/her own Letter of Assurance form(s), this individual should sign and complete the final page and include a description of his/her role on the project next to his/her signature.

AIR	Check	Initials
04 VOC reduction	<input type="checkbox"/>	<input type="text"/>

This project satisfies the parts selected below (reproduced from the WELL Building Standard):

PART 5: Furniture and Furnishings

The VOC emissions of at least 95% (by cost) of all newly purchased interior furniture and furnishings within the project scope meet all limits set by the following, as applicable:

- a. ANSI/BIFMA e3-2011 Furniture Sustainability Standard sections 7.6.1 or 7.6.2, tested in accordance with ANSI/BIFMA Standard Method M7.1-2011.
- b. California Department of Public Health (CDPH) Standard Method v1.1-2010 (or later).

25 Toxic material reduction	<input type="checkbox"/>
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This project satisfies the parts selected below (reproduced from the WELL Building Standard):

PART 1: Perfluorinated Compound Limitation

No perfluorinated compounds (PFCs) are present in the following condition:

- a. At levels equal to or greater than 100 ppm in components that constitute at least 5% by weight of a furniture or furnishing (drapes/curtains) assembly.

26 Enhanced material safety

This project satisfies the parts selected below (reproduced from the WELL Building Standard):

PART 1: Precautionary Material Selection

At least 25% of all furnishings, built-in furniture, interior finishes, and finish materials (calculated by cost) meet one or more of the following requirements:

- a. Have a Declare: Living Building Challenge Red List Free, Declare: Living Building Challenge Compliant, or Living Product Challenge label.
- b. Are Cradle to Cradle Certified™ products with a Bronze, Silver, Gold or Platinum level in the Material Health category or products with a Bronze, Silver, Gold or Platinum level Material Health Certificate from the Cradle to Cradle Products Innovation Institute.
- c. Have no GreenScreen® Benchmark 1, List Translator 1 or List Translator Possible 1 substances over 1,000 ppm, as verified by a qualified Ph.D. toxicologist or Certified Industrial Hygienist.

NOURISHMENT**42 Food contamination**

This project satisfies the parts selected below (reproduced from the WELL Building Standard):

PART 1: Cold Storage

If raw meat, fish, or poultry is prepared or stored on site, cold storage spaces contain the following:

- a. At least one removable, cleanable drawer or container located at the bottom of the unit, designated and labeled for storing raw meat, fish and poultry.
- b. A visual display of holding temperatures to ensure accurate representation of storage temperatures.

PART 2: Food Preparation Separation

If raw meat is prepared or stored on site, the following conditions are met:

- a. Food preparation areas have distinct, designated seamless cutting boards for raw foods (uncooked meats, fish and poultry) and ready-to-eat foods (2 minimum).
- b. Each commercial food preparation or communal dining area has at least 2 separate sinks.

50 Food storage

This project satisfies the parts selected below (reproduced from the WELL Building Standard):

PART 2: Temperature Control

Refrigerators include at least 2 separate compartments that meet the following temperature requirements:

- a. 1 °C to 4 °C [34 °F to 39 °F]. See Appendix Table N1 for a list of foods to store at this temperature range.
- b. 6 °C to 12 °C [43 °F to 54 °F]. See Appendix Table N1 for a list of foods to store at this temperature range.

PART 3: Oil Storage

If used in foods that are sold or distributed on the premises by (or under contract with) the project owner, the following requirements are met at all times for cooking oils and fats:

- a. Stored in an opaque container of glass or stainless steel.
- b. Stored in less than 22 °C [72 °F].

NOURISHMENT Check Initials

PART 4: Kitchen Food Safety

All foods meet the following requirements:

- a. Are labeled and dated.
- b. Are stored at least 15 cm [6 inches] above the finished floor.

COMFORT Check Initials

73 Ergonomics: visual and physical

This project satisfies the parts selected below (reproduced from the WELL Building Standard):

PART 4: Standing Support

Workstations in which occupant are required to stand for extended periods of time include the following amenities:

- a. At least 10 cm [4 in] of recessed toe space at the base of the workstation to allow decreased reaching requirements for occupants.
- b. A foot rest to allow occupants to alternate resting feet.
- c. Anti-fatigue mats or cushions.

82 Individual thermal control

This project satisfies the parts selected below (reproduced from the WELL Building Standard):

PART 2: Personal Thermal Comfort Devices

The following condition is met in spaces with 10 or more workstations in the same heating or cooling zone:

- a. Occupants have access to personal thermal comfort devices such as fans (excluding space heaters).

MIND Check Initials

97 Material transparency

This project satisfies the parts selected below (reproduced from the WELL Building Standard):

PART 1: Material Information

At least 50% (as measured by cost) of interior finishes and finish materials, furnishings (including workstations) and built-in furniture have some combination of the following material descriptions (in order to contribute, the product must indicate that all ingredients have been evaluated and disclosed down to 1,000 ppm):

- a. Declare Label.
- b. Health Product Declaration.
- c. Any method accepted in USGBC's LEED v4 MR credit: Building Product Disclosure and Optimization - Material Ingredients, Option 1: material ingredient reporting.

By signing below, I represent that, to the best of my knowledge, all of the responses provided on this form are accurate and made in good faith.

Printed Name: _____

Company: _____

Signature: _____

Date: _____

If the individual using this form is not in the role of Owner, provide a description of the individual's project role, including justification of their ability to sign off on the above requirements, here:

Project Role: _____

Explanation: _____
