



S U S T A I N A B L E
H O M E S

Newly Constructed Dwellings Energy Assessor Candidate Information Pack



SUSTAINABLE HOMES

Introduction

This documentation details the accreditation scheme requirements for Newly Constructed Dwellings, operated by our accreditation partner, which provides independent, third party assessment of all issued EPCs.

Background

The Communities and Local Government (CLG) have appointed our accreditation partner to run energy and environmental assessor accreditation schemes in the following industry sectors:

1. Code for Sustainable Homes.
2. Newly Constructed Dwellings.
3. Existing Domestic Dwellings (DEA Scheme)
4. Non Domestic buildings (Newly Constructed and Existing).
5. Public Buildings (DEC scheme).

The various EPC schemes commenced on the 6th April 2008 except for the DEC scheme for Public Buildings which is due to commence on 1st Oct 2008. (NB the DEA scheme commenced in 2007).

It is estimated that EPCs will be required for approximately 2.2 million dwellings per annum, which includes approximately 150,000 newly constructed dwellings, and a further 220,000 non dwellings. These buildings will require trained energy assessors to understand onsite requirements as well as the design based assessment techniques.

APEL Route to qualification

The Accreditation of Prior Experiential Learning (APEL) route to qualification has been devised to recognise existing competence within the industry, in particular highly experienced practitioners who can demonstrate they already have all the knowledge and experience equal to the National Occupational Standards (NOS).

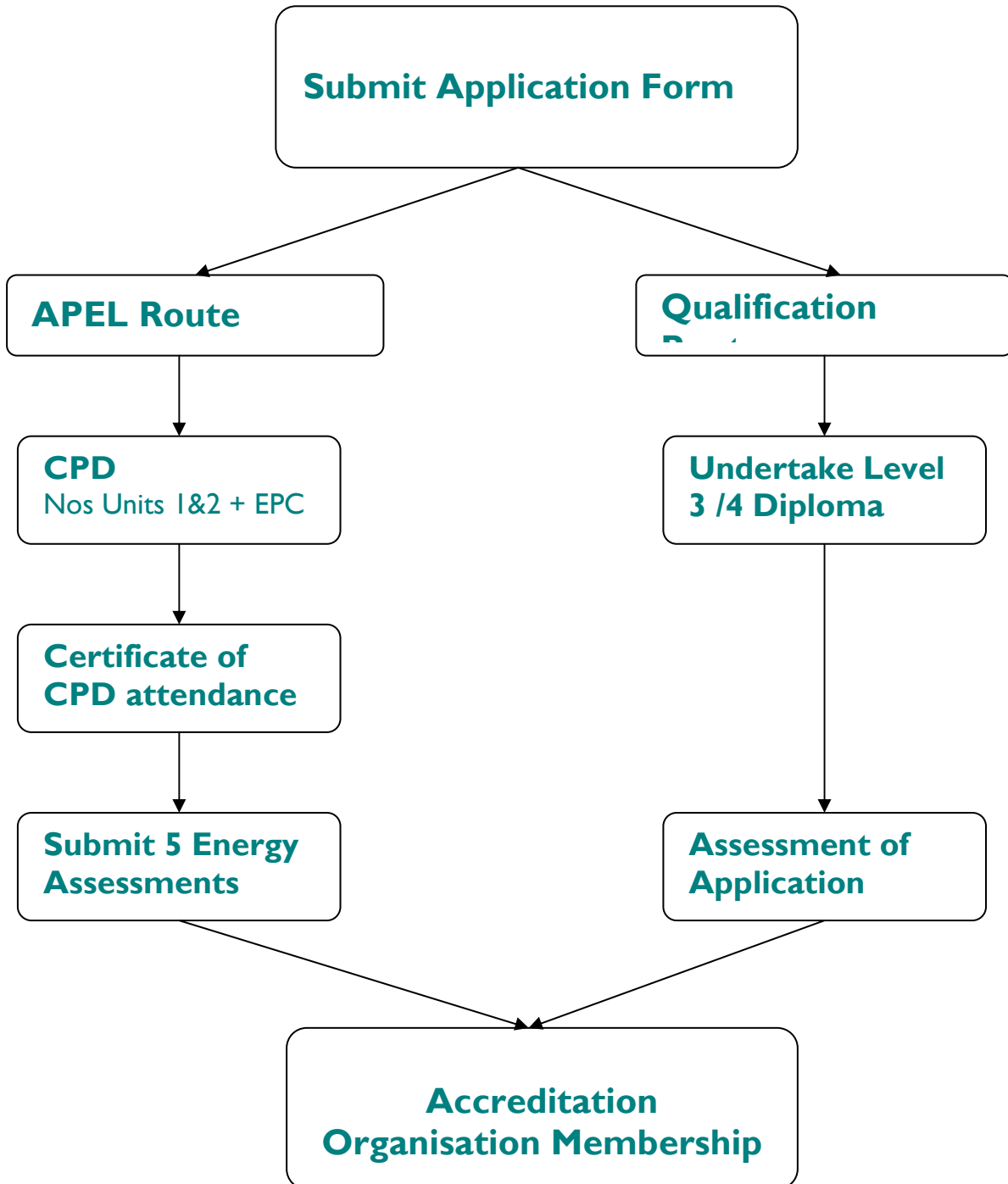
In order to gain entry to an accredited scheme the candidate will have to demonstrate competency via 1 of 2 distinct routes:

1. Attend a training course approved to a National Occupational Standard (NOS) provided by Sustainable Homes.
2. Accreditation Of Prior Experiential Learning (APEL)
 - a. All candidates that can demonstrate appropriate Prior Experiential Learning can become scheme members, in order to join via this route please complete the attached APEL application form.



SUSTAINABLE HOMES

Route to Accreditation





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Accreditation Training & Scheme Fees

Qualification Route to Accreditation

Item	Fee
Qualification Route	£1500* (excluding software)
Annual Scheme Membership	£245*
Technical Support including: Phone support Monthly Technical bulletins (by email). Software updates (if applicable, i.e. not SBEM or DSM). Update to all templates, forms etc.	Free of charge (to scheme members only)
Lodgement of certification.	£7.50 plus £1.15 ex vat for 3rd party registration to Landmark*

* all prices are excluding VAT.

Item	Fee
ABBE fee for certification Level 3	£275*

* all prices are excluding VAT.

APEL Route to Accreditation

Item	Fee
APEL Training Route	£450*
Annual Scheme Membership	£245*
Technical Support including: Phone support Monthly Technical bulletins (by email). Software updates (if applicable, i.e. not SBEM or DSM). Update to all templates, forms etc.	Free of charge (to scheme members only)
Lodgement of certification.	£7.50* plus £1.15* for 3rd party registration to Landmark.*

* all prices are excluding VAT.

ABBE is a specialist awarding body that provides nationally recognised qualifications that reside in the Built Environment industry sector.



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Certification and Listing

Certificates and licences are awarded to Companies that the individual assessors represent. All certificates, reports and licences contain the name and address of the Assessor Company, their company logo, a unique reference number and the issue number and date along with all other relevant property details.

Each licensed assessor shall be presented with a membership card that details their accreditation details, and the licence provided to the Company will schedule each individual assessor within the assessor organisation. All licensed assessors shall be listed equally on our Accreditation Members Website. Sustainable Homes undertakes marketing activities to represent all scheme members, such as attendance of trade shows, website advertisement etc.

Monitoring Policy

Having successfully joined the accreditation scheme you are granted the authority to undertake EPC production as appropriate, a sample of all EPCs submitted are then audited by our accreditation partner to ensure consistency, with feedback provided.

As part of this ongoing process of quality assurance our accreditation partner will monitor a sample of not less than 2% of ALL EPCs and DEC's submitted. A further 1% of all submitted (site based) assessment will be monitored via a site visit. All EPCs and DEC's that fall outside of the minimum acceptable quality standard must be reproduced and reissued to the client.

The rejection criteria for the production of EPCs are as follows:
All assessments shall be \pm 5% of the Building Emission Rate (BER).

Complaints & Appeals

Our accreditation organisation operates a transparent Complaints and Appeals procedure, which is detailed within the Complaints Procedure Policy, all complaints are overseen by an independent Governing Body that represent industry stakeholders.

All complaints will be resolved without charge to the scheme member.