



D30189

Building Energy Rating Assessment

Training Handbook



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CMSE Training

Building Energy Rating Assessment Course Outline FETAC Level 6

Course Objectives

- Be familiar with the key objectives and background to the European Performance of Building Directive
- Demonstrate the ability to accurately collect BER data on dwellings from surveys, specifications and plans that affect energy and CO₂ emissions performance
- Demonstrate the ability to undertake limitation of primary energy and or CO₂ emission calculations as required by the Building Regulations.
- Input data into the Dwelling Energy Assessment Procedure (DEAP) software
- Explain the significance, in BER terms, of varying the specifications for dwellings.

Who Is This Course Intended For?

- This FETAC course is aimed at those involved in new dwellings & the sale or rent of existing dwellings.

Entry Requirements

- The entry requirements are a Level 6 Advanced Certificate in Craft or Construction or other relevant discipline, or equivalent qualifications and relevant life and work experiences.

Course Content

- Background to Energy Performance of Buildings Directive (EPBD)
- Irish Legislation on building energy ratings
- Building Regulations Part L
- Dwellings Energy Assessment Procedure (DEAP)
- Measuring Relevant Building Dimensions
- Calculating U values
- Energy assessment on domestic hot water systems
- Alternative Energy Heating Systems
- Assessments from plans and specifications
- Surveying of existing dwellings
- Assessments of existing dwellings

Participants:

Up to 15 people

Duration:

5 days

Assessment

- 4 Assignments will account for 50% of the final grade
- 1 Examination divided into 2 sections (short questions & practical exam) will account for 50% of the final grade.
- Candidates must achieve 70% in each of the assignments & exam sections to achieve the pass mark required to register with Sustainable Energy Ireland.

Special Requirements

Please make CMSE aware of any special learning needs/requirements to enable you to participate fully in the programme. It is CMSE's policy to support any special requirements of learners during the course program & course assessment.

For course application and further details, please contact CMSE on 1850 315 415



CMSE Training
Information for learners in relation to the
Building Energy Rating Assessment

Course Assessment

Assessment of Course

CMSE training department implement procedures for the assessment of learners, which are required to be fair and consistent. The contents of this document outline the requirements of the assessment.

Summary	Assignments (4)	50%
	Examination	50%

Assignments (4):- The Assessor (CMSE) will devise a brief of four individual assignments that require candidates to produce evidence that demonstrate an understanding and application of a range of specific learning outcomes as identified in the course program outline.

- Assignment 1 – U- Values – **10%**
- Assignment 2 – BER assessment from plans and specifications and achieving a specified improvement - **15%**
- Assignment 3 – BER of trainer selected dwelling existing dwelling and achieving a specified improvement - **15%**
- Assignment 4 – BER of an existing dwelling, candidate selected dwelling - **10%**

Assignment File Formatting : All files for the above assignments must be submitted by e-mail to ber@cmse.ie in either MS Word, MS Excel, PDF(Adobe Acrobat), .xml or .jpg format. Where possible compress (Zip) the files as it reduces memory space. The contents for each assignment must be clearly identifiable as per the assignment specification sheet. Do not mix files from different assignments in the one e-mail.

Deadline for assignments :- All assignments must be submitted to ber@cmse.ie before a candidate sits an examination. Any assignment submitted after the examination will not be assessed.

CMSE will take into consideration any learner that applies for compassionate consideration in relation to their assessment. The learner should provide appropriate evidence to CMSE to support the request.



Examination (Theory-Based) The Assessor (CMSE) will devise an examination that covers theory and practical elements of the course.

The format of the examination will be as follows

Section A - 10 Short questions (10%)

Candidates are required to answer 10 from 10 questions (1 mark each)

Section B – Practical Examination (40%)

Candidates are required to answer an examination devised by the Assessor (CMSE) that will assess the learner's ability to use the DEAP software and produce a BER label and Advisory/Improvement report.

Exam attendees will need to save examination files onto a USB key provided by the invigilator at the examination centre.

Exam Duration: - Section A - 1 hour
Section B - 2 hours

Materials required for the examination: - A laptop with the correct (as identified during the course) & functioning version of DEAP software & also other software applications referenced during the course. Also required are a scientific calculator, pens, paper, your PPS number and identification. This is an open book exam so course notes and other relevant materials are allowed in the examination.

Assessment Monitoring: - All examinations will be monitored by invigilators appointed by CMSE. People attending the examination must follow the guidelines set out by the invigilator.

Access to Examination Room :- Learners will not be allowed access to the examination 15 minutes after an examination is scheduled to start. No additional time shall be allowed to learners who arrive at the examination centre after the commencement of an examination.

Behaviour during an Examination:-

- Learners may not communicate in any manner with anyone other than the invigilator during the assessment.
- Learners must not use any means whatever to obtain, directly or indirectly, assistance in an assessment or give or attempt to give, directly or indirectly, such assistance to any other student.
- Learners must not indulge in any behaviour which may disturb any other student or any form of conduct which may disrupt the smooth progress of an examination. Learners causing such disturbance or disruption may be required by the invigilator to leave the examination.
- Learners are required to hand their examination papers & completed examination scripts to the invigilator, including any rough work – which should be clearly indicated as such, and to remain seated at the end of the assessment until dismissed by the invigilator.
- Learners must clearly label all work handed back to the invigilator with **their name and PPS no.**



Authorship Statement: - All candidates must submit a statement with his/her assignments clearing stating the work is their own work. The authorship statement must be signed by the candidate and must be included with each assignment.

When assignments are e-mailed to a CMSE e-mail address (e.g. ber@cmse.ie) the e-mail will be taken as evidence that the work submitted is the original work of the candidate and will be accepted as the Authorship statement for the assignment. The e-mail address given in the personnel details form will be taken as the official e-mail address from the candidate

Equality & Diversity :- CMSE Training Services is committed to equality of opportunity for staff, learners, stakeholders and all under-represented groups and to a pro-active approach to equality in the workplace. We strive to support and encourage promotion of an inclusive learning culture and fully recognize the value of diversity.

CMSE recognizes that it has a responsibility to provide reasonable accommodation to learners who have a disability, or other persons covered by the nine grounds of Equality Legislation. An accommodation is a modification of classroom or an evaluation procedure designed to accommodate the particular needs of an otherwise qualified learner with a disability.

Please contact the Training Department in the CMSE office for further details – 021-437-5021

Learners with learning disabilities and special requirements: - If a learner has special requirements in relation to the assessment of this course please make it known to the instructor. It is CMSE's policy to support any special requirements of learners during the course program & course assessment.

Access, Transfer & Progression :- It is CMSE's intention to recognize a student's prior learning and to promote an equitable and fair admission process whilst also providing programmes of study which facilitate learners who wish to transfer or progress to other programmes leading to recognized awards.

Award/Certification

FETAC Level 6 – D30189 - www.fetac.ie/modules/D30189.pdf

Registration with SEI as a BER assessor – Candidates must achieve 70% or over in each assignment and in each section of the examination in order to be eligible to register with SEI.

Appeals/Repeats Process: - Any learner may appeal or repeat a result of an assessment. A learner may register an appeal within 14 days of receiving a result from CMSE.

Assessment malpractice: - Candidates found to be involved in any form of assessment malpractice will be immediately disqualified from sitting the course assessment. Some examples of assessment malpractice are,

- Cheating in the examination
- Plagiarism including copying large amounts of work from other sources and not acknowledging or referencing this work
- Pretending to be somebody else
- Fabricating evidence or results
- Failing to follow the instructions of an examination invigilator

CMSE will investigate any form of assessment malpractice which could impact on the validity of the assessment result.



CMSE Learner Charter

CMSE Mission Statement

'To provide flexible and quality based health & safety training programmes to the highest national standards. We offer best value training solutions to meet our client's learning needs and are committed to continually improving our training programmes through systematic evaluation and valued client feedback'

To support our mission statement, we have developed this Learner Charter which details the standard of services you can expect from us.

CMSE will strive to ensure:

- that our training courses are relevant to the current and future industry needs
- the promotion of equality for all learners and the recognition of the diversity of all learner groups
- a safe and healthy training environment for all learners
- the provision of clear and relevant information on all programmes
- all learner personal information is handled sensitively and in accordance with the Data Protection Act
- all training is completed by experienced and qualified staff who deliver well prepared and up to date lessons and training sessions using a range of learning techniques
- that all assessment is fair and consistent
- all learners have opportunities to give feedback on our services
- that all queries and complaints are dealt with in a professional, consistent and timely manner