

CERL-CB Case Study Form

You need to submit one (1) Integrated Building Energy Retrofit (IBER) Case Study, noting that the submitted **IBERs Case Study Form** must qualify as an IBER under Part C, Section 1 of the EEC Professional Certifications Framework Rules:

1. Definition of an Integrated Building Energy Retrofit
 - 1.1. The Framework recognises two broadly defined models of an IBER.
 - 1.2. An IBER is a Commercial Building retrofit that:
 - 1.2.1. considers all major energy uses within the building when identifying opportunities for energy conservation and reducing greenhouse gas emissions. This may include (but is not limited to) heating, ventilation and air conditioning systems, lighting systems, control systems, water systems, generation technologies and the building envelope.
 - 1.2.2. takes a comprehensive approach to design, incorporating multiple technologies when appropriate.
 - 1.2.3. takes a considered approach to implementation, effectively integrating project measures with the building's existing systems.
 - 1.2.4. includes all stages of a building energy performance retrofit, including:
 - scoping the project;
 - energy reviews or audits;
 - business case development;
 - verification of technical fundamentals and design;
 - procurement and tendering for products and services;
 - supply and installation management;
 - integration with existing services;
 - commissioning and tuning;
 - measurement and verification;
 - behaviour change measures; and
 - ongoing project maintenance.
 - 1.3. An IBER with a performance guarantee is an IBER (as defined above) that also includes contractual guarantees regarding the energy performance of the building following the retrofit. This includes, but is not restricted to, Energy Performance Contracts (EPCs).
 - 1.4. All IBERs should include as a minimum a measurement and verification plan and process for determining whether efficiency objectives have been met. The plan should be consistent with either the International Performance Measurement and Verification Protocol (IPMVP), or equivalent guidelines.
 - 1.5. An IBER may be a standalone upgrade – that is, energy savings may be the primary goal of the building upgrade. Alternatively, an IBER may be incorporated into a building upgrade with a broader set of objectives.

The requirements for case studies differ for the two levels of the certification:

Certified Emissions Reduction Leader for Commercial Buildings requirements

Only two other certified individuals can claim to have worked on a given IBER (for a total of three).

Certified Emissions Reduction Leader for Commercial Buildings at the Advanced level requirements

You must have overseen and coordinated 100% of the IBER.

No other certified individuals at the Advanced level can claim to have overseen and coordinated the IBER.

Candidate name:

Certification number:

Date of submission:

Section 1: Project details

Project Name:			
Client name		Key client contact	
Name of building		Project value	
Physical address		Delivery method	Choose an item.
Type of project	Choose an item.	Building Class	Choose an item.

Project description (max 300 words)

Key elements of CERL-CB

Documentation used in course of project	Implemented	Authored by Certified Professional
Energy savings objectives	<input type="checkbox"/>	<input type="checkbox"/>
Project procurement plan	<input type="checkbox"/>	<input type="checkbox"/>
Project schedule	<input type="checkbox"/>	<input type="checkbox"/>
Project budget	<input type="checkbox"/>	<input type="checkbox"/>
Project risk register	<input type="checkbox"/>	<input type="checkbox"/>

Technologies incorporated (check which apply)

Lighting <input type="checkbox"/>	Control systems <input type="checkbox"/>	Compressed air <input type="checkbox"/>
Heating, ventilation & cooling (HVAC) <input type="checkbox"/>	Building envelope <input type="checkbox"/>	Other <input type="checkbox"/>

Objectives	Project timeline	
Type of and extent of verification undertaken	Client reference (if different from key client reference; may be contacted)	
	Name	
	Phone number	

Section 2: Project outcomes

Reflect on the project in your own words, highlighting what went well, what challenges or barriers you encountered, and what lessons you learned from the project.

<p>Energy performance (max 150 words) Provide a description of the energy savings resulting from the project.</p>	<p>Other Outcomes (max 150 words) Provide information on any non-energy related outcomes of the project including:</p> <ul style="list-style-type: none"> • Economic; • Behavioural changes; and • Improved amenity.
<p>Challenges faced (max 150 words) Provide an overview of any building or client specific challenges you faced during this project.</p>	<p>Key takeaways (max 150 words) Provide an overview of the lessons you learned on this project, including what worked well.</p>

Section 3: Showcase information

In order for your case study to be utilised for marketing and promotional purposes such as on the EEC Professional Certifications Framework website and other platforms, complete this section. If you do not wish for this case study to be made publicly available this section is not required.

Client Testimonial (Max 150 words)	Contact (if different from client reference in Section 1)	
	Name	
	Phone number	
Client consent received for project details to be featured on EEC Professional Certifications Framework website	<input type="checkbox"/> (office only)	

Energy performance: attach a comparison of the initial and post-retrofit energy performance of the building in graphic format.

Photographs: attach three (3) photographs from your project at a maximum of 1MB each.

- Photographs of the project team are preferred;
- Photographs of the project in progress are also suitable.

Sensitive information: highlight any sensitive information in Sections 1 & 2 that you do not wish to have included in the promotional showcase.

Declaration

I [_____] declare that the information I have provided on this form is true and correct.

- I understand that members of the Assessment Panel or Secretariat may take steps to verify this information by contacting current or former employers, clients or other third parties.
- I consent to the information provided in this form, and any supporting documentation, being used for administration, assessment and associated activities set out in the EEC Professional Certifications Framework Rules.
- I consent to the information provided in this form, and any photographs provided, being used for promotional activities. I have highlighted any sensitive information that I do not wish to be used for these purposes.
- I have read the EEC Professional Certifications Framework's *Code of Conduct and Terms and Conditions* and understand that falsifying the information on this form would be a breach of my obligations and could result in suspension or revocation of my certification.

Signed: _____ Date: _____