



BOC PROGRAM GUIDE

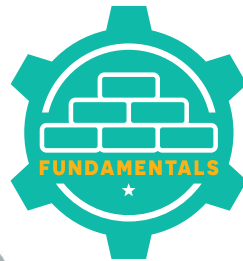


FUNDAMENTALS OF ENERGY EFFICIENT BUILDING OPERATIONS

1. OBJECTIVES

Building Operator Certification (BOC®) is a nationally-recognized training and credentialing program for building engineering and maintenance staff, those looking to start a career in building operations and maintenance, as well as existing facilities personnel who are looking for a solid foundational understanding of energy efficiency and building systems. The BOC Program courses offer improved job skills at all levels to create more energy efficient, comfortable, healthy facilities. BOC program objectives include the following:

- Provide a standard of professional competence in energy and resource efficient building operations and maintenance.
- Offer a career ladder to those in the building operations and maintenance field through stackable professional credentials.
- Develop a standard for educational programs for building operations staff.



2. ACCREDITATION AND RECOGNITION

BOC is approved for continuing education by the following organizations:

- BOC classes and webinars are approved by the Green Building Certification Institute (GBCI) as continuing education training for LEED® professionals seeking to maintain their credentials.
- The Building Owners and Managers Institute (BOMI) accepts BOC classes for Continuing Professional Development (CPD) points towards renewal of the professional designations offered by BOMI.
- BOC and BOMI offer additional education opportunities for both organizations by awarding competency credit between BOC Level I and II and BOMI International's Systems Maintenance Technician (SMT) designation.

3. ADMINISTRATOR

Building Potential (formerly the Northwest Energy Efficiency Council) is the national administrator of the BOC Program. BOC is available across the US and in Canada.

Building Potential is a non-profit trade association of the energy efficiency and building decarbonization industries, with the mission to remove all carbon emissions from building energy use through market-based thought leadership, education, and advocacy.

4. CERTIFICATE REQUIREMENTS

Candidates must meet the eligibility criteria and have obtained the following:

- Attendance at seven course modules
- Passing grade of 70% or greater on 20-question multiple-choice end-of-course assessment
- Students meeting the above requirements will receive a Fundamentals Certificate

5. BOC LEVEL I ELIGIBILITY

Students who successfully earn their Fundamentals Certificate and have a year of experience in operations and maintenance meet the eligibility requirements for BOC Level I.



6. FUNDAMENTALS COURSE INFO

Fundamentals series consist of classroom training, group activities, and an open-book assessment. The course can be scheduled as three full-day classes, or six half-day classes, at the discretion of the administrator.

7. FEES

Registration fee varies from state to state.

National Registration Fee\$1,450

8. BOC CONTACT

BOC administrative offices are open weekdays from 8am to 5pm Pacific Standard Time, excluding Federal holidays.

Website:www.theBOC.info

Email:bocinfo@theboc.info

OUR MISSION

The mission of BOC is to elevate the profession of the building operator through training in energy efficiency and smart building technologies, continued education, and certification. This skilled workforce provides energy and resource savings to building owners and organizations.

The **Fundamentals of Energy Efficient Building Operations** course provides the basic principles of energy efficiency awareness and practices in commercial buildings. It is designed for those seeking a solid foundational understanding of energy efficiency and building systems who have less than a year of experience in the field, are looking to start a career in facilities or energy management, and those whose work intersects with facilities and the built environment. Utilizing core Building Operator Certification® (BOC) concepts, this training focuses on efficient operations and strengthens building optimization skills.

FUNDAMENTALS SERIES

PART 1 Energy Efficiency and Sustainability Overview

PART 2 HVAC Fundamentals

PART 3 Lighting Fundamentals

PART 4 Energy Management

PART 5 Energy Conservation Opportunities

PART 6 Indoor Environmental Quality

PART 7 Conclusion: Putting It All Together

