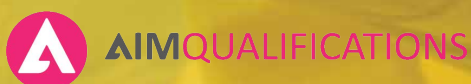




**Level 3 Certificate in Domestic Energy Assessment**



**Level 4 Award in Domestic Retrofit Assessment**

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## WELCOME

The Retrofit Academy CIC is at the heart of delivering leading-edge training and professional development to a new generation of retrofit professionals in the UK.

Adopting a central role in the future of retrofit, we are driving PAS 2035 compliance by shaping retrofit best practice, training skilled retrofit professionals, sharing our technical expertise with industry peers, and advancing the sector through our membership.

To fulfill our vision of a world where every home is warm, healthy and low carbon, we need skilled operatives and managers in vast numbers. With over 27 million homes to treat by 2050, the volume of skilled professionals in both blue and white collar roles is simply not adequate to meet the demand and hence numbers must swell rapidly.



*D. Pierpoint*

**David Pierpoint FRSA, MBA, MPhil**

Chief Executive  
The Retrofit Academy CIC

## WHAT IS A DOMESTIC ENERGY ASSESSOR?

Domestic Energy Assessors are qualified to assess the energy efficiency of residential properties of all types, performing on-site assessments to examine property-level data and to produce an associated Energy Performance Certificate (EPC).

### What does a Domestic Energy Assessor do?

- Examine the property to record age, building type, number of windows and roof construction
- Take pictures, measure wall heights and create a floor plan of the building
- Check what items, like central heating boilers, radiators and lighting are being used
- Measure loft insulation
- Log the information on a computer to get the energy efficiency rating and produce an Energy Performance Certificate (EPC)
- Send a copy of the EPC to the client
- Give practical advice to clients on how to improve energy efficiency

You must be a qualified Domestic Energy Assessor before you are eligible to take the Level 4 Award in Domestic Retrofit Assessment and become a Retrofit Assessor.

## WHAT IS A PAS 2035 RETROFIT ASSESSOR?

The Retrofit Assessor will play a key role as the UK reduces its carbon emissions by improving energy efficiency and retrofitting up to 27 million homes. The role of the Retrofit Assessor is laid out in PAS 2035; the standard to which the professionals involved in retrofit projects have to work.

Their job is to visit properties and carry out the survey that is required to identify the potential energy efficiency measures and to confirm that the property is in a suitable condition to accept them.. Working under the supervision of a Retrofit Coordinator, this will involve assessing the condition, occupancy and significance of the building, as well as its energy efficiency.

### What does a Retrofit Assessor do?

This is one of the most important roles in the PAS 2035 process, practically everything the Assessor does is relied on by others to help them make important decisions.

Assessors carry a great deal of responsibility. If the assessment is flawed, others in the retrofit process are likely to get things wrong. The role involves:

- Providing information about the home, to be used by the Retrofit Designer
- Carrying out an appraisal of the dwelling's heritage and architectural features
- Determining the construction and condition of the home, including the building services such as heating, hot water, ventilation, and lighting
- Identifying any constraints on the building that may prevent any energy efficiency measures (EEMs) being installed
- Identifying any defects, and structural issues, including damp and mould
- Identifying any EEMs already installed
- Carrying out a measured survey of the building and providing a report

### Retrofit Assessment in PAS 2035

The Retrofit Assessor's role starts after the Retrofit Coordinator has established the Intended Outcomes for the project. This determines the type of survey the Assessor is commissioned to carry out.





## **ABOUT THE DEA COURSE**

Successfully completing the course leads to receiving the ABBE Level 3 Certificate in Domestic Energy Assessment.

It is a blended approach, which means the knowledge content is delivered through eLearning and a half day bootcamp, where there will be a specialist tutor on hand to answer any questions.

### **Course Modules**

The ABBE Level 3 Certificate in Domestic Energy Assessment gives you the knowledge, skills, and confidence to produce quality Property Assessments on domestic properties, including collecting the property level data of the building, floorplan and in order to produce an Energy Performance Certificate (EPC). There are a total of four modules:

1. Conducting Energy Assessments
2. Preparing for Energy Assessments
3. Undertaking Energy Inspections
4. How to produce and explain Energy Performance Certificates

#### **HOW LONG DOES IT TAKE?**

The course requires at least 215 study hours to be completed. You will also receive seven half-day expert-led sessions, and will be required to complete four days on-site as part of the course.

#### **HOW WILL I BE ASSESSED?**

All learners are assigned to one of The Retrofit Academy's expert Retrofit Skills Coaches, hand-picked for their experience and expertise, who provide guidance and feedback on your assessments.

You will be assessed throughout your course, building a Portfolio of Evidence.

## **ABOUT THE LEVEL 4 COURSE**

Successfully completing the course leads to receiving the AIM Qualifications Level 4 Award in Domestic Retrofit Assessment.

It is a blended approach, which means the knowledge content is delivered through eLearning and a half day bootcamp, where there will be a specialist tutor on hand to answer any questions.

### **Course Modules**

The AIM Qualifications Level 4 Award in Domestic Retrofit Assessment gives you the knowledge, skills, and confidence to produce quality Property Assessments for use on domestic retrofit projects, including assessing the condition, occupancy and significance of the building in line with the PAS 2035. There are a total of nine modules:

1. PAS 2035 and retrofit assessments
2. Context of dwellings
3. Assessing the condition of a dwelling and recording any defects
4. The requirements of occupancy assessments
5. Ventilation requirements of a dwelling
6. Energy performance of a dwelling
7. Significance of a dwelling
8. Retrofit assessment reports
9. Retrofit advice to customers

#### **HOW LONG DOES IT TAKE?**

The course requires at least 76 study hours to be completed within your allocated six months. You will also receive one half-day expert-led session as part of the course.

#### **HOW WILL I BE ASSESSED?**

All learners are assigned to one of The Retrofit Academy's expert Retrofit Skills Coaches, hand-picked for their experience and expertise, who provide guidance and feedback on your assessments.

You will be assessed throughout your course, building a Portfolio of Evidence, as well as a final Professional Discussion.

# METHODS OF STUDY AND COURSE COSTS

When you sign up to the course you will gain access to our state-of-the-art eLearning platform where you can access the course materials, be allocated a skills coach to support you in your learning journey, and where your assessments are submitted. The eLearning modules are enhanced by our unique expert-led sessions which give you a crucial peer learning experience supported by our expert tutors. Our expert-led sessions are available online via virtual learning or in a Retrofit Academy training centre depending on your preference.



## Skills Bootcamp

- Self-guided eLearning, on-site learning and expert-led sessions
- Must be completed within 12 weeks
- Includes learner membership to The Retrofit Academy
- Includes a copy of the PAS 2035 standard

Up to 90% funding available.  
Full funding available for eligible candidates who are self-employed or unemployed.

## Course Benefits:



24/7 Access



Unlimited support from Skill coach



12-month membership



In-depth training modules



Expert led training



State of the art digital learning platform



Peer learning



Complete in your own time

# MEET THE TUTORS



## ALAN PITHER TECHNICAL DIRECTOR

Alan Pither has been professionally involved in energy efficiency assessment and advice since 1985. This includes the development of energy efficiency and climate change strategies as well as building surveys and recommendations for energy efficiency improvement measures. The latter covers all types of buildings with the majority being large domestic properties that are being refurbished and/or extended, usually off the mains gas grid, so advice on alternative heating options is also needed. In addition to training he offers a range of consultancy services to local authorities, housing associations and individual building owners.



## CLIVE ROWLAND LEAD TUTOR

Clive has over 16 years' experience in the retrofit industry, including energy assessments of existing and new build dwellings, thermal imaging, air pressure testing, building forensics, post occupancy evaluation and building performance monitoring. He co-wrote and delivered the training for one of the modules for the PAS 2035 Retrofit Co-ordinator qualification and was part of the advisory panel for the Green Deal Advisor National Occupational Standards.





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