

# Building Operator Certification Training (BOC)



The Building Operator Certification Training (BOC®) has been developed by the Northwest Energy Efficiency Council (NEEC), based in Seattle, WA. The course is an eight-module, nine-day competency-based training, offering facilities personnel the improved job skills and knowledge to transform workplaces to be more comfortable, energy-efficient and environmentally friendly.

It is a widely-recognized training program, with **more than 14,000 certified professionals in North America, including 350+ in Canada**. Each class consists of classroom training and project assignments, to be completed at the participant's facility, and in-class exams administered at the end of each day of training.

## Topics Covered

- BOC 1001 – Energy Efficiency Operation of Building HVAC Systems
- BOC 1002 – Measuring & Benchmarking Energy Performance
- BOC 1003 – Efficient Lighting Fundamentals
- BOC 1004 – Fundamentals of HVAC Controls
- BOC 1005 – Indoor Environmental Quality
- BOC 1006 – Common Opportunities for Low-cost Operational Improvements
- BOC 1007 – Facility Electrical Systems
- BOC 1008 – Operation & Maintenance Practices for Sustainable Buildings

## New Certification Exam

Starting in 2018, the BOC program will be aligned with ISO 17024, an international standard for organizations that certify personnel. This change includes the addition of a comprehensive exam on top of the BOC training. The optional exam (at the cost of \$285 US) takes place at a remote testing center after the course is completed, and once exam applications have been reviewed. Upon successfully passing the exam (with a minimum score of 67%), candidates earn the CBO (Certified Building Operator) certification.

**Partners:** *In Ontario, this program is eligible to the IESO's Training Incentive covering up to 50% of the course fees. Visit the [saveONenergy](http://saveONenergy.com) website for more details.*



## Who should attend?

This in-depth training program is ideal for the following clientele:

- Building engineers
- Stationary engineers
- Maintenance supervisors and workers
- Facility coordinators
- HVAC technicians
- Electricians
- Operations supervisors and techs
- Others in the facility operation and maintenance field



## Logistics

**CEUs:** 6.3  
**CSEP Points:** 4+2 (for certification)

Visit [cietcanada.com](http://cietcanada.com) for more information on training options and registration or contact us at [info@cietcanada.com](mailto:info@cietcanada.com).

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## Eligibility Criteria for Certificate of Completion

### Education

### Experience

High School Diploma\*

AND

Two or more years of experience working in operations and maintenance of a commercial or institutional facility\*\*

One year of technical college level education in facilities engineering related program\*

AND

A minimum of one year of experience working in operations and maintenance of a commercial or institutional facility

High School Diploma\*

AND

Two or more years of experience in energy management of facilities with a focus on operations and maintenance\*\*\*

\* Required for optional CBO certification exam only.

\*\* Experience in building operations and maintenance is defined as maintaining the building's operability, optimizing building performance, and ensuring the comfort, productivity and safety of the building occupants.

\*\*\* Energy management experience is defined as participating in an energy-related project for a commercial or institutional building. Energy-related project is a project implemented to optimize energy use or cost. (Department of Energy Building Operations Professional Scheme, 2014) or completion of activities concerned with finding and maintaining the balance between building system performance, resource use, indoor environmental quality and operational or maintenance costs.



«Very good use of real life examples to relate to.»  
(Toronto, fall 2015)



«Eye opening experience.»  
(Kitchener-Wilmot, fall 2015)

«All maintenance staff should participate.»  
(Toronto, fall 2015)