

Application form for training and assessment in the use of Tas

The programme of training and assessment is part of the procedure to become a Level 5 EPC assessor.

The procedure has three parts, all of which must be completed to a defined standard.

Pre-training tutorial work

The Tas software is supplied with video based tutorials, which aid the new user. These tutorials cover all aspects of the creation of a simple building model. Formal training course notes are also available for applicants to download from the website. Before attending a training course, the applicant must work through the training course notes to complete the exercises and model, using the tutorials as a guide. This completed building model must be e-mailed to EDSL's Training and Support Manager before arriving for formal training. support@edsl.net

If the model has not been sent to EDSL by the end of the last working day before the start of the course, the applicant will not be allowed to attend the course.

To undertake this pre-training tutorial work, each applicant must download the Tas Building Designer software from the EDSL website www.edsl.net onto a computer of their choice, for which they will be given temporary license keys.

Formal training course

Training takes a total of five days, three days on general use of the software then a two further days of training specifically on Part L2 and EPC compliance procedures.

The training will use a similar example building as described in the tutorials, so applicants will be familiar with it.

At the end of the training the model and results produced by the applicant will be reviewed by EDSL's Consultancy Services Manager. A check list marking system will be used to assess the accuracy of the model and results. Applicants must attain an 85% level of accuracy to successfully complete the training programme and receive a CPD certificate.

Those who fail to reach the 85% mark will be advised to re-attend particular aspects of the training. A complaints procedure is available to applicants who feel they have not been fairly treated.

Submission of an EPC compliance report

The final stage is to submit both a PartL2 project and a separate EPC project for assessment along with associated computer models to EDSL for review by the Consultancy Services Manager. This must be accompanied by a written statement from the applicant that the submission is their own work. The reports and models will be assessed against a check list to ensure the quality of the work. Applicants will be advised on any aspect of the work that may need bringing up to standard. When the quality of work is to the required standard the applicant will be issued a certificate to this effect, which they may submit to CIBSE with their application to become a level 5 EPC assessor. Instructions for submission of the model are available at the EDSL website.

Applicant's name

Applicant's signature

Company name

Date