

CEA

CABEC Certified Energy Analyst PROGRAM & APPLICATION

CABEC Certified Energy Analyst (CEA) Program Overview

The Building Energy Efficiency and Appliance Efficiency Standards of the State of California are predicted to continue saving billions in energy costs. Energy analysts are centrally important to achieving these savings. CABEC was founded to foster the professional development of energy analysts who prepare compliance documentation for the energy code contained in the California Code of Regulations, Title 24, Part 6.

The Certified Energy Analyst (CEA) program is a natural outgrowth of the CABEC Statement of Purpose (see *below*) and is officially recognized by the California Energy Commission as establishing a professional standard as well as providing an important link in energy compliance. The goal of the CEA program is to assure a professional level of training, experience and ability among those individuals who perform energy calculation and prepare compliance documentation.

Certified Energy Analysts are CABEC members that have demonstrated their mastery of the Residential and/or Nonresidential California Energy Standards through the following steps:

Work Experience

Each CEA must demonstrate at least one year of experience performing energy compliance calculations.

Continuing Education

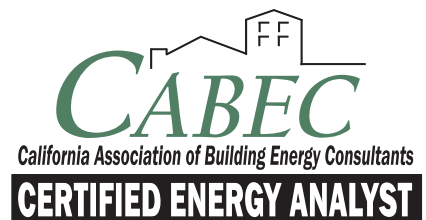
Each CEA must attend at least 6 hours per year of continuing education training.

Testing

Each CEA must pass the appropriate (residential/nonresidential) Certified Energy Plans Examiner (CEPE) exam.

Ethics

Each CEA must participate in a Professional Practices Workshop and agree to abide by the CABEC Code of Ethics.



The Certified Energy Analyst (CEA) program is designed to benefit energy analysts and their clients in the design and construction community. Being a CEA is the best evidence that an individual can provide their clients and potential clients of their knowledge, experience and expertise. In a field like energy efficiency that continues to become more important every year, being a CEA is an excellent way to promote yourself and the services that you provide. Certification demonstrates a commitment on the part of the energy analyst to maintain a high degree of professional excellence pertaining to the Building Energy Efficiency Standards. Separate certification is offered for the Residential and Nonresidential Standards. Web site visitors can search the member directory by CEA and CEAs can purchase a rubber stamp with the CABEC CEA logo and their certification number(s) on it.

Ongoing Requirements

The following criteria must continue to be met in order to renew as a CABEC Certified Energy Analyst:

CABEC Member

Each CEA must be a CABEC member in good standing. The standard program year is January to December.

Continuing Education

For each program year, each CEA is required to attend six hours of training on Title 24 energy code related issues for each category. (Residential and Nonresidential) *See Continuing Education Record keeping form below.*

Re-certification

Each CEA must be re-certified when the Standards change. Testing and training requirements will be determined by the CABEC Board of Directors, depending upon the extent of the changes to the Standards. When a major change in the Standards occurs, the CABEC Board of Directors has discretion to redefine the program year as appropriate. CEAs will be notified when recertification is required.

CABEC Statement of Purpose

Education and Training

CABEC shall improve the practice of energy consulting by encouraging its members to participate in a continuing program of professional development regarding the State of California's building energy regulations, building energy analysis, energy conservation technologies, ethics, compliance documentation, and any matters that will contribute to the professional standards of those engaged in energy consulting.

Certification

CABEC shall offer a Certified Energy Analyst program. Members shall be encouraged to demonstrate their knowledge via certification. Certified Energy Analysts shall be held to the highest standard of competence.

Information Network

CABEC shall provide its members with an information forum for development and exchange of ideas relating to code issues, computer modeling, energy conservation, and other issues through a continuing program of professional development.

Ethics

CABEC shall require that all members subscribe to a code of ethics. The premise of the CABEC code of ethics is that members shall demonstrate a consistent pattern of reasonable care and competence in their work. *(See the CABEC Code of Ethics in the following CEA Application form. All CEAs must agree to abide by the Code of Ethics.)*



California Association of
Building Energy Consultants

C E A

CABEC Certified Energy Analyst APPLICATION

Name _____

Address _____

Company _____

City _____ State _____ Zip _____

Phone _____ Fax: _____ E-mail _____

Certification Category: Residential _____ Nonresidential _____ (Certification \$100 per category)

WORK EXPERIENCE

Each candidate for CABEC Certified Energy Analyst (CEA) certification is required to have a minimum of one year's experience in performing Title 24 energy compliance calculations in the appropriate certification category. Please indicate the month and year you began performing Title 24 energy calculations in the space provided below. Also include the names and phone numbers of three clients and projects you have completed for them. All information will be kept confidential.

Month/Year you began performing Title 24 energy calculations: _____ / _____

Project References:

1. Client Name _____ Project Name _____
Company _____ Date completed (mo/yr) _____
Phone No. (____) _____ Brief description _____
2. Client Name _____ Project Name _____
Company _____ Date completed (mo/yr) _____
Phone No. (____) _____ Brief description _____
3. Client Name _____ Project Name _____
Company _____ Date completed (mo/yr) _____
Phone No. (____) _____ Brief description _____

CABEC APPROVED EXAM

Currently, the only CABEC approved exams are the Certified Energy Plans Examiner (CEPE) tests for the Residential and Nonresidential Standards, offered by CABEC.

Please attach a photocopy of your CEPE certificate(s) to fulfill the examination requirement

SEMINARS, TRAININGS, AND WORKSHOPS

List a minimum of 6 hours of comprehensive seminars, trainings or workshops you have attended in the past year (in the category of your application - Residential or Nonresidential). Please note that to be CABEC approved, the seminar must cover a comprehensive scope of the current Standards and not just a specific topic (e.g. HVAC systems, lighting compliance, etc.). However, consideration may be given to combinations of workshops which, when grouped, cover the intended comprehensive scope of the standards. If possible include a copy of your completion certificate(s).

Class _____ Date _____ Location _____

Class _____ Date _____ Location _____

Class _____ Date _____ Location _____

CABEC PROFESSIONAL PRACTICES WORKSHOP (PPW)

Please indicate the date and location of the PPW you have attended. If you do the PPW as a conference call, please list the date and facilitator.

Date _____ Location _____ Facilitator _____

CABEC CODE OF ETHICS

Rule 1. Members shall uphold the integrity of their profession in all their work from an ethical, moral, professional, and legal standpoint as a representative of their profession and of CABEC.

Rule 2. Members shall provide energy calculations and documentation that are consistent with the plans used in their preparation and conform to the energy code for which they are prepared.

Rule 3. Members shall demonstrate unbiased judgment in the performance of their profession, including disclosing to a client or employer any circumstance that could be construed as a conflict of interest and ensuring that such conflict does not compromise the interests of the client or employer.

Rule 4. Members shall compete fairly with other professionals, including recognizing and giving credit to others for the professional work they have performed, and not offering or accepting improper contributions or gifts to obtain or grant work or to influence the judgment of others.

Rule 5. Members shall conform to the spirit and the letter of all laws governing their professional affairs.

Rule 6. Members shall not unfairly discriminate against others in their professional endeavors.

Please review and read the CABEC Code of Ethics carefully. All members must abide by the CABEC Code of Ethics. You must sign the statement below for your application to be considered.

The information I have provided on this application is accurate and complete. I have carefully read the CABEC Statement of Purpose and Code of Ethics. As a member of CABEC, I hereby agree to abide by CABEC's Statement of Purpose and Code of Ethics. Furthermore, in the case of any inquiry or dispute in relation to my certification status, I agree to indemnify and abide by the decisions of the CABEC Board.

Signature of Applicant

Date

NOTE TO APPLICANT: To maintain CEA Certification, you must maintain CABEC membership and complete three hours of approved continuing education each year for each certification category.

Check enclosed \$ _____ (Check payable to CABEC) Certification Fee **\$100 per category** (R or NR)

Credit Card ____ Visa ____ Mastercard Amount \$ _____

Name on Card _____

Card Number _____ Exp. Date _____

Billing Address (if different from above) Street/City _____ Zip _____

For Office Use

DB QB

LTR RCT

Ck # _____

Visa/MC) _____

Send application form and payment to:

CABEC ♦ 9974 Scripps Ranch Blvd., #130 ♦ San Diego, CA 92131 ♦ Fax: 858-530-3045
Toll Free 877-530-3045 ♦ admin@cabec.org ♦ www.cabec.org

CEU RECORDS

CEA Continuing Education Record Keeping Form

CABEC requires six hours of continuing education annually for a Certified Energy Analyst (CEA) to maintain certification for each category. (Residential and Nonresidential) Failing to meet the six hour requirement will be cause to deny a CEA's application for renewal. Record keeping of qualifying continuing education is the responsibility of the CEA and is completely self-monitored.

Qualifying continuing education is intended to include a broad combination of courses, workshops, seminars and meetings. Generally, attendance at CABEC sponsored seminars and workshops and relevant portions of annual and regional CABEC meetings qualify. Also most energy efficiency or Title 24 training classes offered by the utilities or other energy compliance related companies qualify.

Alternative continuing education by other organizations may include, but are not limited to, education offered by the California Energy Commission, CALBO Training Institute, software vendors, utilities, product suppliers, community colleges, or related groups such as CBIA, AIA, ASHRAE and IES, as well as hands-on energy-related projects.

Each CEA shall maintain a record of their applicable continuing education training/activities. *The format below is provided for your record keeping.* You need not send it to CABEC, but this information must be made available to CABEC if requested.

Name: _____ Company: _____ Date: _____

CEA - Residential _____ Nonresidential _____

Address _____

City _____ State _____ ZIP _____

Telephone: _____ FAX: _____ E-mail _____

Date: _____ Class Title _____ Time spent _____

Description: _____

Date: _____ Class Title _____ Time spent _____

Description: _____

Date: _____ Class Title _____ Time spent _____

Description: _____
