

BREEAM Accredited Professionals

Examination Information

BREEAM Accredited Professionals **Qualified Accredited Professionals Examination**

Section 1: Background

BREEAM – the BRE Environmental Assessment Method – is the leading and most widely used environmental assessment method for buildings. It sets the standard for best practice in sustainable design and has become the de facto measure used to describe a building's environmental performance.

BREEAM addresses wide-ranging environmental and sustainability issues and enables developers and designers to prove the environmental credentials of their buildings to planners and clients.

A BREEAM Accredited Professional is an individual qualified and accredited by BRE as a specialist in built environment sustainability, environmental design and assessment. The role of the BREEAM AP is to facilitate the project team's efforts to successfully schedule activities, set priorities and negotiate the trade-offs required to achieve a target BREEAM rating when the design is formally assessed.

The first step to becoming an Accredited Professional (AP) is to become qualified. The delegate will achieve this by completing the following:

- BREEAM AP self-study programme.
- Attending a one day workshop
- Passing the BREEAM AP examinations. These take place at the end of the one day workshop.

This document informs you of the examination's objectives, procedures, rules, marking system, pass mark and the format and standard of exam questions that you will be required to answer.

1.1: Prior to completing the BREEAM Accredited Professionals examinations you will have:

- **Received pre-course material via the Online Learning Portal** consisting of
 - The current version of the following technical manuals
 - BREEAM New Construction 2011(UK)
 - BREEAM International New Construction 2013
 - BREEAM Domestic Refurbishment 2012
 - Workbook exercises
 - BREEAM operational documents
 - Video presentations
 - Pre-course exercises (these should be completed before attending the training course)
- **Attended a one day BREEAM Accredited Professional workshop** which will be an opportunity to share knowledge with other professionals and also refine the role of the AP and their contribution to a project.

We strongly recommend that you review all of the material thoroughly prior to the examination. It is of paramount importance that you have:

- An understanding of each of the environmental impact categories and the issues within them.
- A clear understanding of the assessment criteria for each individual issue.
- A clear understanding of the assessment methodology for each issue.
- A clear understanding of any calculation procedures associated with individual issues.
- It is also important that you familiarise yourself with any *default* or special cases associated to individual issues, these can be found in the compliance notes
- A clear understanding of the BREEAM Other Buildings Information Document

Section 2: The Examinations

2.1: Examination Objectives

The primary objective of the examinations is to provide BRE Global with evidence that you meet their requirements to become a qualified AP.

The examinations are intended to test that the delegates:

- Have a knowledge and understanding of basic design principles required to give advice as a specialist in built environment sustainability, environmental design

and assessment (this knowledge is assumed as part of the pre-requisite for admittance onto the course).

- Have a comprehensive understanding of the technical content of the following BREEAM technical guides New Construction technical manual including:
 - Credit Requirements
 - Assessment Criteria
 - Calculation Procedures
 - Default and special cases
- Understand the processes involved in completing an assessment as outlined in the Operations Guidance.

2.2: Examination Procedure

The examinations are designed to test delegates' understanding of the technical content of the BREEAM New Construction technical manuals and BREEAM Domestic Refurbishment technical manual, the processes involved in completing a BREEAM assessment and if this knowledge can be applied correctly. Both examinations last for 60 minutes and consists of 30 multiple choice questions. The delegate is required to select the correct answer(s) from the options given in the question paper. The examinations are not negatively marked, i.e. there is no penalty for an incorrect answer.

Both examinations are 'closed book'.

The examinations will be marked by BRE Global within 15 working days. The delegate will receive notification of the exam outcome within this period. If the delegate achieves the pass mark they will become a qualified BREEAM Accredited Professional. They will then be entitled to be recognised within the assessment process for facilitating the project team's efforts to successfully schedule activities, set priorities and negotiate the trade-offs required to achieve a target BREEAM rating (subject to licensing status). Should the delegate fail to meet the pass mark they will be invited to re-sit the examination on the next most convenient re-sit examination day.

The pass mark for both examinations is 60%. You are required to score at least 60% in **both** exams to be awarded a pass overall. Failure in one of the examinations will constitute an overall fail and will mean that it is necessary to re-sit the failed paper. It is only necessary to re-sit the paper where the failure occurred. Re-sits will be charged at £150 plus VAT per paper. Delegates will be allowed to sit the examinations a maximum of three times. If a delegate fails the examination at their third attempt they will be required to complete the self-study programme and re-attend the BREEAM Accredited Profession half-day workshop at their own expense.

In order to become a BREEAM Accredited Professional and give advice on projects you will also need to apply for a subscription membership. BRE Global at train@bre.co.uk for licence fee information and details.

2.3: Examination Format

Paper 1: General Understanding

This examination is designed to test your knowledge as an existing design professional / BREEAM assessor to ensure you meet the requirements of the scheme. Therefore the information required to pass the exam is not taught as part of the training. The examination will cover the following:

Sustainability Drivers
Content
<ul style="list-style-type: none"> • Typical sustainability policy initiatives • Sustainability concepts – e.g. “triple bottom line” • Climate change – implications for buildings • Relative contributors to CO2 emissions from buildings (lighting) Sustainable construction • Environmental impacts of materials and products – product certification schemes • Embodied energy and life-cycle assessment • Decision to build • Social impacts • Local environment and community
Environmental Design
Content
<ul style="list-style-type: none"> • Developing the brief <ul style="list-style-type: none"> ○ Setting environmental objectives – design process ○ Stakeholder engagement ○ Design team integration ○ Trade-offs and priorities

- Key “Dos and Don’ts”
- Contractor selection
- Site selection and assessment
- Individual building compared with community solutions
- Building form and orientation
- Low carbon design
- Building fabric
 - Thermal capacity – lightweight / heavyweight
 - Form of construction
 - Materials
 - Thermal resistance and airtightness
 - Glazing/ daylighting
 - Solar shading
 - Green roofs
 - Passive design
- Building Services
 - Heating / DHWS
 - Cooling / refrigerants
 - Lighting
 - Ventilation
 - Control / human interaction
 - Metering and monitoring provision
 - Energy performance
 - Low and Zero Carbon technologies
- Whole Life Costs
- comfort

- Human wellbeing and productivity
- Fit-out
- Design for handover
- Design for effective environmental management
- Health and safety considerations
- Site Waste handling and management
- Ecology
- Water
- Flood risk / rainwater management
- Deconstruction
- procurement

Paper 2: BREEAM UK and BREEAM International

This examination is designed to test the knowledge gained through the Accredited Professional training, and will cover the following:

BREEAM Basics and Benefits
Content
<ul style="list-style-type: none"> • BREEAM process • Scope of BREEAM • Use of alternate methodologies • Stages of assessment • Appropriate BREEAM methods • Use of BREEAM Accredited Professionals • Innovation credits • Benefits of BREEAM
BREEAM New Construction 2011 and BREEAM International New Construction 2013
Content
<ul style="list-style-type: none"> • Scope

- Scoring
- Sources of guidance
- Construction site management
- Use of technical specialists
- Building Services strategy
- Reduction of CO2 emissions
- Low or zero carbon technologies
- Responsible sourcing of materials
- Water conservation
- Site selection
- Re-use of land

BREEAM Domestic Refurbishment

Content

- Scope
- Scoring
- Sources of guidance
- Reduction of CO2 emissions
- Low or zero carbon technologies
- Responsible sourcing of materials
- Water conservation
- Existing buildings
- Refurbishment

BREEAM Assessment and Operational Process

Content

- BREEAM Bespoke UK
- BREEAM Bespoke International

<ul style="list-style-type: none"> • Design stage • Post Construction • Pre-assessment • Checklist A10
Evidence requirements and responsibilities
Content
<ul style="list-style-type: none"> • Roles and responsibilities <ul style="list-style-type: none"> ○ Client ○ Accredited Professional ○ Assessor ○ Certification body • Managing conflicts of interest • Evidence requirements • Documentation required • Record keeping – design and construction phase • Timing – what procedures and when • Quality standards

2.3: Examination Rules

Both examinations will be conducted under strict exam conditions. The exact nature of these conditions will be communicated to you at the beginning of each exam.

2.4: Exam ID

All delegates are required to bring a form of photo ID to the exam, e.g. passport, driving licence or EU ID card. This will need to be left on the desk during the exam to be checked by the invigilator. Delegates who do not bring ID may be excluded for the exam and required to re-attend when in possession of ID.

2.5: Examination Material

The examination is closed book and therefore you are not allowed to bring material into the room with you.